BILL NO. S-77-06- 22

SPECIAL ORDINANCE NO. S- 121-77

AN ORDINANCE approving a certain bid document for office supplies for the Office Services Department.

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF FORT WAYNE, INDIANA:

SECTION 1. A certain bid document Ref. No. 426 dated April 15, 1977, between the City of Fort Wayne, by and through its Mayor and the Board of Public Works, and Business Equipment Company for:

Blanket order from 7/1/77 to 7/1/78
for office supplies per Bid 426

for an estimated cost of $1,808.42, all as more particularly set forth in said bid document Ref. No. 426 and Purchase Order No. B-8990, which are on file in the Office of the Department of Purchasing and are by reference incorporated herein, made a part hereof and are hereby in all things ratified, confirmed and approved.

SECTION 2. This Ordinance shall be in full force and effect from and after its passage and approval by the Mayor.

Mayor

APPROVED AS TO FORM
AND LEGALITY

CITY ATTORNEY

Read the first time in full and on motion by Burns, seconded by Hinga and duly adopted, read the second time by title and referred to the Committee on City Utilities (and the City Plan Commission for recommendation) and Public Hearing to be held ~~after due legal notice, at the Council~~ Chambers, City-County Building, Fort Wayne, Indiana, on ~~the~~ day of , 19 , at o'clock M., E.S.T.

DATE: 6-14-77

Charles W. Westerman
CITY CLERK

Read the third time in full and on motion by Burns, seconded by Hinga, and duly adopted, placed on its passage.

PASSED (~~LOST~~) by the following vote:

	AYES	NAYS	ABSTAINED	ABSENT	TO-WIT:
TOTAL VOTES	9				
BURNS	✓				
HINGA	✓				
HUNTER	✓				
MOSES	✓				
NUCKOLS	✓				
SCHMIDT, D.	✓				
SCHMIDT, V.	✓				
STIER	✓				
TALARICO	✓				

DATE: 6-28-77

Charles W. Westerman
CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as ~~(ZONING MAP)~~ ~~(GENERAL)~~ ~~(ANNEXATION)~~ (SPECIAL) ~~(APPROPRIATION)~~ ORDINANCE ~~(RESOLUTION)~~ No. S-121-77 on the 28th day of June, 19 77.

ATTEST: (SEAL)

Charles W. Westerman
CITY CLERK

John Nuckols
PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 29th day of June, 19 77, at the hour of 11:30 o'clock A. M., E.S.T.

Charles W. Westerman
CITY CLERK

Approved and signed by me this 30th day of June, 19 77, at the hour of 10:30 o'clock A. M., E.S.T.

Robert E. Armstrong
MAYOR

Bill No. S-77-06-22

REPORT OF THE COMMITTEE ON CITY UTILITIES

We, your Committee on City Utilities to whom was referred an Ordinance approving a certain bid document for office supplies for the Office Services Dept.

have had said Ordinance under consideration and beg leave to report back to the Common Council that said Ordinance DO PASS.

PAUL M. BURNS - CHAIRMAN

FREDRICK R. HUNTER - VICE CHAIRMAN

VIVIAN G. SCHMIDT

WINFIELD C. MOSES, JR.

JAMES S. STIER

6-28-77 CONCURRED IN
DATE CHARLES W. WESTERMAN, CITY CLERK

Memorandum

To H. P. Wehrenberg, Board of Works Date 6-1-77

From Ruth Winget, Purchasing Department

Subject Bid #426, Office Supplies 7/1/77 to 7/1/78

COPIES TO:

J. Morreale
G. Thayer

The following purchase orders, attached, cover the subject items for Office Services Department.

		Estimated
Business Equipment Company	B-8990	$ 1,808.42
Doubleday Brothers	B-8991	7,734.44
Shrex of Fort Wayne	B-8992	791.38
	Total Estimated Value:	$10,334.24

Total price for each bidder are shown on the attached spread sheet. If we had gone totally with the low bidder (Doubleday Brothers) the estimated quantity total dollars would have been $442.55 additional. (Total bid of $10,776.79 v/s the above total of $10,334.24).

Two (2) bidders, Standard Stationery Supply Company and Graphi Industries, were not accepted. Being out of town bidders would mean delay in fast delivery, and their bids were on the assumption of all items delivered at one time which Office Services Department cannot handle. This bid is based on a fast delivery and estimated amount only when needed.

We contacted, per attached list, twelve (12) possible bidders and recieved only the five (5) offerings.

Also enclosed are copies of each bidder's bid package.

Please review, approve and handle for Councilmanic approval at the earliest possible time.

The purchase order numbers referenced above are not to be given out until Council approval is furnished to the Purchasing Department.

Ruth Winget
Ruth Winget

Approved:
A. C. Lord

CA-246-21 6/3/77

64-248-21 6/6/77

CITY OF FORT WAYNE
CITY UTILITIES

DEPARTMENT OF PURCHASES
ROOM 950 CITY-COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

ORIGINAL PURCHASE ORDER NO. B-8990

This number must appear on each package, packing slip, invoice, bill of lading, express receipt and correspondence.

DATE June 1, 1977

Business Equipment Company
620 South Calhoun Street
Fort Wayne, Indiana 46802

SHIP TO —

Office Services Dept.
Basement, City County Bldg.
One Main Street
Fort Wayne, Indiana 46802

MAIL ALL INVOICES TO —
CITY UTILITIES
GENERAL ACCOUNTING
4th FLOOR CITY-COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

INVOICE IN DUPLICATE, INCLUDING CERTIFICATION AS REQUIRED BY INDIANA STATE BOARD OF ACCOUNTS

QUANTITY RECEIVED	QUANTITY ORDERED	DESCRIPTION	ACC'T. OR W.O. NO.	UNIT PRICE	TOTAL
			154.12		
		BLANKET ORDER FROM 7/1/77 to 7/1/78 for Office Supplies per attached spread sheet per Bid #426			
		Note: Only the circled items under your company name are to be ordered, as required, on a department Purchase order, against this blanket order.			
		Approximate value of this order based on estimated quantities is $1,908.42			
		SUBJECT TO COUNCILMANIC APPROVAL			
		Per Bid Ref. #426 Net 30 F.O.B. Delivered			
		RW/pl #116			

APPROVED Board of Public Works

Henry P. Wehrenberg

Edward W. Lamar

ATTENTION!
Send all Invoices to General Accounting
4th Floor, City-County Bldg.
1 E. Main St.
Fort Wayne, Indiana 46802
Show P. O. Number on Packing Slip and Invoice.

NOTE: TERMS OF PAYMENT MUST BE SHOWN ON FACE OF INVOICE. OTHERWISE A 2% CASH DISCOUNT WILL BE TAKEN

BY _____
CITY UTILITIES PURCHASING AGENT

SUBJECT TO CONDITIONS ON REVERSE SIDE

FORM U-48

Business Equipment Co
620 S. Calhoun St.
46802

City Utilities

PURCHASE REQUISITION

Date 3-23-77

Please order the following Material for Delivery as Specified:

To be delivered to Office Service Req. No. 116

On or before Basement P. O. No. B-8990

QUANTITY	DESCRIPTION	DIST. NO.	DEPARTMENT ESTIMATED COST
	~~Blanket order from 1/1/77 to 1/1/78 for~~		
	~~Office Supplies as per attached spread sheet~~		
	~~Postage Index on Contract~~ per Bid # 426		
	~~List for 1977 - 1978~~	154.12	
	~~"Office Supplies"~~		
	~~Corrected List as upon possession~~		
	~~w/ additions to be made~~		

Note: Only the Circled items under your company name are to be ordered, as required, on a departmental purchase order, against this Blanket order.

RECEIVED
MAR 24 1977
CITY UTILITIES
GEN. SUPT. OFFICE

Approximate value of this order based on estimated quantities is #1,808.42

REMARKS:

~~Subject to Council~~ Approval

Per Bid Ref # 426

I hereby certify that the work or supplies above specified are necessary for stock or use in this department.

Department Net 30

F. A. Phagly
Dept. Head

3/24/77

Charge Light Water F.O.B. Delivered Sewage

64-248-21 6/6/77

CITY OF FORT WAYNE
CITY UTILITIES

DEPARTMENT OF PURCHASES
ROOM 950 CITY-COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

ORIGINAL PURCHASE ORDER NO. B-8991

This number must appear on each package, packing slip, invoice, bill of lading, express receipt and correspondence.

DATE June 1, 1977

Doubleday Brothers
437 East Berry Street
Fort Wayne, Indiana 46802

SHIP TO —

Office Services Dept.
Basement, City County Bldg.
One Main Street
Fort Wayne, Indiana 46802

MAIL ALL INVOICES TO —
CITY UTILITIES
GENERAL ACCOUNTING
4th FLOOR CITY-COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

INVOICE IN DUPLICATE, INCLUDING CERTIFICATION AS REQUIRED BY INDIANA STATE BOARD OF ACCOUNTS

QUANTITY RECEIVED	QUANTITY ORDERED	DESCRIPTION	ACC'T. OR W.O. NO.	UNIT PRICE	TOTAL
			154.12		
		BLANKET ORDER from 7/1/77 to 7/1/78 for Office Supplies per attached spread sheet per Bid #426			
		NOTE: Only the circled items under your company name are to be ordered as required, on a departmental purchase order, against this blanket order.			
		Approximate value of this order based on estimated quantities is $7,734.44			
		SUBJECT TO COUNCILMANIC APPROVAL			
		Per Bid #426 Net 30 F.O.B. Delivered			
		RW/pl #116			

APPROVED Board of Public Works

Henry P. Wehrenberg
Paul W. Lamar
Mary G. Scott

ATTENTION!
Send all Invoices to General Accounting
4th Floor, City-County Bldg.
1 E. Main St.
Fort Wayne, Indiana 46802
Show P. O. Number on Packing Slip and Invoice.

NOTE: TERMS OF PAYMENT MUST BE SHOWN ON FACE OF INVOICE. OTHERWISE A 2% CASH DISCOUNT WILL BE TAKEN

BY _____
CITY UTILITIES PURCHASING AGENT

SUBJECT TO CONDITIONS ON REVERSE SIDE

FORM 4-38

Doubleday Bros. & Co.
437 E. Berry St.
46802

PURCHASE REQUISITION

Date 3-23-77

Please order the following Material for Delivery as Specified:

To be delivered to Office Service Req. No. 116

On or before Basement P. O. No. B-8990

QUANTITY	DESCRIPTION	DIST. NO.	DEPARTMENT ESTIMATED COST
	~~Blanket order from 1/1/77 to 1/1/78 for~~		
	~~Office Supplies per attached spread sheet~~		
	~~per Bid # 426~~		
	~~Request Bids on Contract~~		
	~~List for 1977 - 1978~~	154.12	
	~~Typewriter Ribbons"~~		
	~~" "~~		
	~~Counted List on your possession~~		
	~~w/ additions to be made~~		

Note: Only the Circled items under your company name are to be ordered, as required, on a departmental purchase order, against this blanket order.

RECEIVED
MAR 24 1977
CITY UTILITIES
GEN. SUPT. OFFICE

Approximate value of this order based on estimated quantities is $7,734.44

REMARKS:

Subject to Council and Approval

Per Bid Ref # 426

I hereby certify that the work or supplies as specified are necessary for stock or use in this department.

S M M 3/24/77
Dept. Head

Department

Net 30
F.O.B. Delivered

Charge Light Water Sewage Rec

64-248-21 6/6/77

CITY OF FORT WAYNE
CITY UTILITIES

DEPARTMENT OF PURCHASES
ROOM 950 CITY – COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

ORIGINAL PURCHASE ORDER NO. B-8992

This number must appear on each package, packing slip, invoice, bill of lading, express receipt and correspondence.

DATE June 1, 1977

Shrex of Fort Wayne
323 East Berry Street
Fort Wayne, Indiana 46802

SHIP TO —

Office Services Dept.
Basement, City County Bldg.
One Main Street
Fort Wayne, Indiana 46802

MAIL ALL INVOICES TO —
CITY UTILITIES
GENERAL ACCOUNTING
4th FLOOR CITY – COUNTY BUILDING
NUMBER ONE EAST MAIN STREET
FORT WAYNE, INDIANA 46802

INVOICE IN DUPLICATE, INCLUDING CERTIFICATION AS REQUIRED BY INDIANA STATE BOARD OF ACCOUNTS

QUANTITY RECEIVED	QUANTITY ORDERED	DESCRIPTION	ACC'T. OR W.O. NO.	UNIT PRICE	TOTAL
			154.12		

BLANKET ORDER FROM 7/1/77 to 7/1/78

for Office Supplies per attached spread sheet per Bid #426

Note: Only the circled items under your company name are to be ordered, as required on a departmental purchase order, against this blanket order.

Approximate value of this order based on estimated quantities is $791.38

SUBJECT TO COUNCILMANIC APPROVAL

Per Bid Ref. #426
Net 30
F.O.B. Delivered

APPROVED
Board of Public Works

ATTENTION!
Send all Invoices to General Accounting
4th Floor, City-County Bldg.
1 E. Main St.
Fort Wayne, Indiana 46802
Show P. O. Number on Packing Slip and Invoice.

RW/pl #116

NOTE: TERMS OF PAYMENT MUST BE SHOWN ON FACE OF INVOICE. OTHERWISE A 2% CASH DISCOUNT WILL BE TAKEN

BY _____
CITY UTILITIES PURCHASING AGENT

SUBJECT TO CONDITIONS ON REVERSE SIDE

Street of Ft. Wayne
323 E. Berry St.
46802

PURCHASE REQUISITION

Date 3-23-77

Please order the following Material for Delivery as Specified:

To be delivered to Office Service Req. No. 116
Basement

On or before P. O. No. B-8992

QUANTITY	DESCRIPTION	DIST. NO.	DEPARTMENT ESTIMATED COST
	Blanket order from 1/1/77 to 1/1/78 for office supplies per attached spread sheet Bid #426		
	~~Request Bottom Contract~~		
	~~List for 1977 - 1978~~	154.12	
	~~"Items supplied"~~		
	~~Corrected List as upon instruction~~		
	~~w/ additions to be made~~		

Note: Only the circled items under your company name are to be ordered, as required, on a departmental purchase order, against this blanket order.

RECEIVED
MAR 24 1977
CITY UTILITIES
CENTRAL STORES

Approximate value of this order based on estimated quantities is $791.38

REMARKS:

Subject to Council approval Per Bid Req #426

I hereby certify that the work or supplies above specified are necessary for stock or use in this department.

Dept. Head 3/24/77 Department Stores Net 30 F.O.B. Delivered

Charge Light Water Sewage

Bid Ref# 476

Office Supplies

ITEM	EST. QTY.	DESCRIPTION	Business Equip. Off. Clr. Bond B-8990 UNIT PRICE	Business Equip. Off. Clr. Bond B-8990 EST. TOTAL	Doubleday Bros. Off. Clr. Bond 7043 B-8991 UNIT PRICE	Doubleday Bros. Off. Clr. Bond 7043 B-8991 EST. TOTAL	Shrop. Bond Off. Clr. B-8992 UNIT PRICE	Shrop. Bond Off. Clr. B-8992 EST. TOTAL	Graphic Ch. Off. Clr. #19627 #24.00 UNIT PRICE	Graphic Ch. Off. Clr. #19627 #24.00 EST. TOTAL	Standard Stat. Off. Clr. Bond UNIT PRICE	Standard Stat. Off. Clr. Bond EST. TOTAL
1.	50	Accopress Binders, 11 x 8 ½, side openings BPS 2507	.52	26.00	.52	26.00	.57	28.50			4.04	20.20
2.	40	Accopress Binders, 11 x 8½, end opening BPS ~~1704~~	.63	25.20	.63	25.20	.75	30.00				
3.	80	Accopress Binders, legal size, end opening, red, with 3" capacity	.78	62.40	.78	62.40	.92	73.60				
4	40	Wilson Jones 14-141in Nylon Prong Binders, 14-7/8 x 11 sheet	1.54	61.60	1.42	56.80	1.55	62.00				
5.	40	Three-Ring, Loose-leaf, hard cover with cloth hinge, Binders, Rogers 4345-14	2.50	100.00	2.29	91.60	2.40	96.00				
6.	24 tubes	Pentel Eraser Refills	.29	6.96	.20	4.80	.30	7.20				
7.	10	National 61-161, 9½ x 6 Binders Sub. W.J. 164-12B	1.59	15.90	1.46	14.60	2.10	21.00				
8.	10	National 64-261, 9½ x 6 Three Ring Black Binders, Sub. Rogers 3329-12	2.37	23.70	2.18	21.80	3.48	34.80				
9.	10	National 87-784 Black, Hard Cover, Three-ring Binders	9.19	91.90	9.20	92.00	8.79	87.90				
10.	10	Wilson Jones 345-40, 8½ x 5½ ring Binders, Sub. Rogers 1345-40	4.62	46.20	4.24	42.40	4.25	42.50				
11.	10	Rogers 4345-10, 8½ x 5½ Loose leaf Binders stiff back, three ring	2.50	25.10	2.29	2290	2.40	24.00				
12.	10	Rogers 1344-14L, 11 x 8½ Three Ring Binders	5.62	56.20	5.04	50.40	4.87	48.70				
13.	10	Rogers 1349-44, three hole, black hard cover Binders	3.37	33.70	3.10	31.00	2.98	29.80				
14.	4	Borum & Pease 1471 Roll Books 14 1/4 x 9 1/4, with 150 pages	8.75	35.00	7.44	29.76	9.40	33.60				
15.	10	National Account Books, 37-331, or Borum and Pease 67-1/8, 150 pages	4.37	43.70	4.27	42.70	4.20	42.00				
16.	100	National 46-577 Money receipt books, 50 leaves, Sub. Wilson Jones 51607	.56	56.00	.245	24.50	.36	36.00				
17.	150	Steno Notebooks, 36-746, Sub Wilson Jones 1115W	.29	43.50 72.50	.25	37.50	.35	52.50			w-3-72 Roz Tuttle .288 Kimberly Clark .277	43.20 5540
18.	20 bx.	Blue Manuscript Covers, 9 x 15¼, 100 per box, Eaton 225	3.10	62.00	2.49/bx	5200	3.64/bx	72.80				
19.	1M	Slider Back Report Covers - Clear	.15	150.00	.115	115.00	.13	130.00				

ITEM	EST. QTY.	DESCRIPTION	Brainerd Equip. UNIT PRICE	Brainerd Equip. EST. TOTAL	Dauldday Bros. UNIT PRICE	Dauldday Bros. EST. TOTAL	Shrep UNIT PRICE	Shrep EST. TOTAL	Graphic UNIT PRICE	Graphic EST. TOTAL	Standard Stationery UNIT PRICE	Standard Stationery EST. TOTAL
20.	500	#1120 Duo-Tang Covers, Light Blue with Pockets on both covers	.20	100.00	x (166)	83.00	.20	100.00				
21.	1000	#1250 Duo-Tang Covers, Green, Gray, Red Light Blue, and Dark Blue	.15	150.00	x (126/pkg)	126.00	.15	150.00			Prestiget .268/pkg	268.00
22.	12 pkt	Drawer Frames @ 1/2 x 11	1.89	22.68	x (1.72/pk)	20.64	2.24	26.88			2.65 Prestige	25.61
23.	12 pkts	Drawer Frames @ 1/2 x 14	1.94	23.28	x (1.88/pk)	22.56	2.45	29.40			2.31 Imperial	27.3
24.	6000	@ 1/2 x 11, 1/3, 1/5, or straight cut file Folders, heavy manila	3.16/m	189.66	x (28.00/m)	168.00	33.00/m	198.00			33.41/m Imperial	200.46
25.	1400	Legal size file folders, 1/3, 1/5, or straight cut, Manila	4.11/c	57.54	x (36.00/m)	50.40	39.98/m	55.97			46.24/m	64.7
26.	10 bx.	Pendaflex Folders @ 1/2 x 11 Hanging	$3.75 4.50	37.50 45.00	x (3.29/bx)	32.90	4.15/bx	41.50			4.34/bx.	43.4
27.	10 bx.	Pendaflex Folders @ 1/2 x 14 Hanging	$3.75 5.30	37.50 53.00	x (3.98/bx)	39.80	4.80/bx	48.00			5.07/bx.	50.70
28.	150	1524E Redrope file pockets, letter size	.50	75.00	x (.445)	66.75	.48	72.00			.309 Oreca	46.20
29.	70	1526E Redrope vertical file pockets	.58	40.60	x (.52)	36.40	.56	39.20			.412 Oreca	28.84
30.	700	#1514C, 11-3/4 x 9 1/2 vertical file pockets	.42	294.00	x (37)	259.00	.40	280.00			.266 Oreca	186.2
31.	150	#1516C, Legal size Pronto file pockets	.51	76.50	x (.45)	67.50	.49	73.50			.369 Oreca	55.3
32.	50	#1536C Redrope legal size file pockets with 5 1/2" expansion	.69	34.00	x (.61)	30.50	.65	32.50			.56	28.00
33.	6	Webster Collegiate 7th Edition Dictionary	7.22	43.32	x (6.94)	41.64	8.21	49.26				
34.	5000	Sub. 20, size 2-7/16 x 4-5/16 Manila coin envelopes, with end flap	x (6.00/m)	30.00	6.07/m	30.35	No	Quote				
35.	100	Sub. 20, 9 x 12 White Catalogue Env.	3.62/c	3.62	x (3.60/c)	3.60	4.50	4.50			4.53/c	4.53
36.	500	Sub. 32, 7 1/2 x 10 1/2, glazed Kraft Klasp Envelopes	3.93/c	19.65	x (3.87/c)	19.35	4.75/c	23.75			4.21/c	21.05
37.	1000	Sub. 32, 10 x 13 Glazed Kraft Klasp Envelopes	x (51.10/m)	51.10	6.30/c	63.00	59.90	59.90			53.10/m	53.10
38.	1000	Sub. 32, 11 1/2 x 14 1/2 Glazed Kraft Klasp Envelopes	x (65.70/m)	65.70	6.56/c	65.60	84.70	84.70			71.46/m	71.46
39.	1000	Sub. 32, 12 x 15 1/2 Glazed Kraft Klasp Envelopes	x (68.75/m)	68.75	7.06/c	70.60	89.50	89.50			72.30/m	72.30
40.	1600	Sub. 32, 6 x 9 Glazed Kroft Klasp Env.	3.17/c	50.72	x (3.15/c)	50.40	39.55/m	63.20			33.44/m	53.84
41.	1000	Sub. 32, 10 x 15 Glazed Brown Kraft [illegible] without clasp, gummed and flap	6.50/m	65.00	x (6.48/c)	64.80	No	Quote				

	EST. QTY.	DESCRIPTION	Business Equip. UNIT PRICE	Business Equip. EST. TOTAL	Doubleday Bros. UNIT PRICE	Doubleday Bros. EST. TOTAL	Shop UNIT PRICE	Shop EST. TOTAL	Staples If 3 of 4 UNIT PRICE	Staples If 3 of 4 EST. TOTAL	Standard Stores UNIT PRICE	Standard Stores EST. TOTAL
	500	9½ x 14½ Manila Envelopes, with clasp	6.0¢/c	30.00	(5.98/c)	29.90	2.5¢/c	37.50				
	500	10 x 15 Manila Envelopes with clasp	6.37/c	31.85	(6.35¢/c)	31.75	8.25/c	41.25			7.14/c	35.70
	8000	9 x 12 Brown Clasp Envelopes	43.0¢/m	344.00	4.28/c	342.40	51.00/m	408.00			45.3¢/m	362.40
	2 gr.	Wonder Riters Assorted Colors	(30.60)	61.20	33.02/gr.	66.04	43.30/gr.	86.60			22.94/gr.	45.88
	30 sets	4 x 6 Plastic tabbed card guides, Buff-Alphabetical	(1.07)	32.10	1.30/set	39.00	1.32	39.60				
	30 sets	5 x 8 Plastic tabbed card guides, Buff-Alphabetical	(1.31)	39.30	1.48/set	44.40	1.79	53.70			4 x 6 Unfurnished Cards Assorted 4.98	149.40
	30 sets	Smead 1151-25, 11 x 8½ Pressboard file guides, metal tabbed.	(4.69)	140.70	4.76/set	142.80	6.15	184.50				
	15 sets	Smead 2151-25 Alphabetized Green Pressboard file Dividers, Legal size, Sub. Barkley 215-25-1	5.82	87.30	(5.74/set)	86.10	7.35	110.25				
	10 sets	Smead 515-25, 3 x 5 Alphabetical Card Guides, Sub. Barkley 575-25	(.41)	4.10	.61/set	6.10	.84	8.40				
	10 sets	Smead 5151-25 3 x 5 Alphabetical card guides, metal tabbed, Sub. Barkley 515-25-1	3.19	31.90	(3.84/set)	38.40	3.75	37.50				
	20 sets	Smead 625-25, 4 x 6 Buff Guides, Alphabetical, Sub. Barkley 675-25	.59	11.80	(.50/set)	10.00	.69	13.80				
	10 box	1/5 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 575	1.15	11.50	(.80/Bx)	8.00	1.36	13.60				
	10 box	1/3 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box. Sub. Barkley 573	1.15	11.50	(.80/Bx)	8.00	1.36	13.60				
	10 box	1/3 cut, 4 x 6 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 673	1.60	16.00	(1.18/Bx)	11.80	2.10	21.00				
	10 box	1/5 Cut, 4 x 6 Card Guides, Plain Blank tab, Buff, 100 per box	1.60	16.00	(1.18/Bx)	11.80	2.10	21.00				
	10 box	1/3 cut, 5 x 8 Card Guides, plain blank tab, Buff. 100 per box, Sub. Barkley 873	2.40	24.00	(2.06/Bx)	20.60	3.05	30.50				
	10 sets	Smead G151-25, 4 x 6 Alphabetical metal tabbed file guides, Sub. Barkley 615-25-1	3.45	34.50	(3.17/set)	31.70	4.00	40.00				
	300	1534 -C File Pockets	.60	180.00	(.51)	153.00	.57	171.00			4.37 Green	131.10

ITEM	EST. QTY.	DESCRIPTION	Business Equip UNIT PRICE	Business Equip EST. TOTAL	Doubleday Bros. UNIT PRICE	Doubleday Bros. EST. TOTAL	Sharp UNIT PRICE	Sharp EST. PRICE	Staples UNIT PRICE	Staples EST. TOTAL	Standard Stationers UNIT PRICE	Standard Stationers EST. TOTAL
60.	20 nets	5 x 8 Alphabetical, metal tabbed press-board file guides, sub. Barkley 815-25-1	3.85	77.00	(3.47)	69.40	4.50	90.00				
61.	7000	3 x 5 White ruled cards, #110 Index	2.60/m	18.20	(2.25/m)	15.75	2.35/m	16.45			1.94/m	13.58
											Imprinted	9.12
62.	3000	4 x 6 White ruled cards, #110 Index	4.22/m	12.66	(3.89/m)	11.67	4.18/m	12.54			3.04/m	9.12
											Imprinted	
63.	3000	5 x 8 White ruled cards, #110 Index	6.38/m	19.14	(5.17/m)	18.51	6.40/m	19.20			5.17/m	15.51
64.	5000	8½ x 11 National 14-201 White Paint Ruled, Three-ring filler paper	9.33/m	46.65	(8.44/m)	42.20	9.60/m	48.00				
65.	30	National 45-604 Analysis pads, Sub. Wilson Jones 7304	1.15	34.50	(.95)	28.50	1.12	33.60				
66.	30	National 45-607 Analysis Pads, Sub. Wilson Jones 7207	1.15	34.50	(.95)	28.50	1.12	33.60				
67.	20	Wilson Jones G7214D Analysis Pads	1.15	23.00	(.95)	19.00	1.12	22.40				
68.	40	National 45-608 Analysis Pads, Sub. Wilson Jones 7308	1.15	46.00	(.95)	38.00	1.12	44.80				
69.	75	Wilson Jones 7513 Analysis Pads	2.25	168.75	(1.91)	143.25	2.30	172.50				
70.	10	G7608H Wilson Jones Analysis Pads	1.40	14.00	(1.15)	11.50	1.41	14.10				
71.	10	National 45-104 Analysis Pads, Sub. Wilson Jones 7604	.90	9.00	(.79)	7.90	.87	8.70				
											Pacon	
72.	70 dz.	8½ x 11 Letter size ruled pads, yellow white 859-0250	2.70/dz	189.00	(2.38/dz)	166.60	2.80/dz.	196.00			3.44	240.80
											Pacon	
73.	100 dz.	8½ x 14 Legal ruled pads, yellow white	4.15/dz.	415.00	(3.63/dz.)	363.00	4.10/dz.	410.00			4.31	431.00
											Pacon	
74.	100 dz.	8½ x 11 Legal ruled pads, yellow, white 859-1200	3.63/dz.	363.00	(3.07/dz)	307.00	4.05/dz.	405.00			3.44	344.00
75.	1 gr.	5 x 8 legal pads - Canary	1.94/dz.	23.28	(1.74/dz)	20.88	2.00/dz.	24.00			2.47	29.64
76.	1 gr.	5 x 8 Legal pads - White	1.94/dz.	23.28	(1.74/dz)	20.88	2.00/dz.	24.00				
77.	600	8½ x 11 Acetate sheet protectors, for three ring binders, #313, .005 Ga.	.07	42.00	(.055)	33.00	.06	36.00			.041	24.60
78.	30	W. J. Columnar Pads 8G7205	1.16	34.80	(.95)	28.50	1.17	35.10				
79.	600	Wilson Jones Columnar 10-3 sheets, 9½ x 11 7/8	5.30	31.80	(4.51/C)	27.06	4.85/C	29.10				

EST. QTY.	DESCRIPTION	Business Equip. UNIT PRICE	Business Equip. EST. TOTAL	Doubleday B. 1 UNIT PRICE	Doubleday B. 1 EST. TOTAL	Sharp UNIT PRICE	Sharp EST. TOTAL	Shopko UNIT PRICE	Shopko EST. TOTAL	Standard Stationery UNIT PRICE	Standard Stationery EST. TOTAL
								Typetype 747I			
60	Ko-Rec-Typo, all colors	.70	42.00	x (.60)	36.00	.70	42.00	.43	25.80		
20	Ko-Rec-Typo, for Errors	.70	14.00	x (.60)	12.00	.70	14.00	Typetype 747I .43	8.60	White-Bonnet .41	8.20
50 lbs.	Misc. Rubber Bands, size 10, 14, 16, 19, 32, 62 and 84	1.77	88.50	x (1.48/lb)	74.00	1.55	77.50			1.31	65.50
16	Wois #35 File Boxes, Sub. Hodges #1035	2.50	40.00	x (1.97/ea)	31.52	2.39	37.92				
16	Wois #46 Storage Boxes with follow black for 4 x 6 cards, Sub. Hodge #1046	2.78	44.48	x (2.20)	35.20	2.60	41.60				
10	Wois #835 WG, Gray Metal File Boxes, for 3 x 5 Cards	4.44	44.40	4.42	44.20	4.39	43.90				
20	Wois #846 WG, Gray Metal File Boxes, for 4 x 6 Cards	5.22	104.40	5.20	104.00	5.10	102.00				
20	#523 - 3 x 5 File Boxes 3" Deep	1.99	39.60	x (1.96)	39.20	2.04	40.80				
10	Wois #858 WG, Gray Metal File Boxes, for 5 x 8 Cards	6.00	60.00	5.98	59.80	(5.85)	58.50			#857-Gray 4.03	40.30
20	1210L Pronto File, Letter size with metal front drawer type	7.09	141.80	x (6.84)	136.80	7.60	152.00				
16	1510L Pronto Files, legal size with metal front drawer type	9.00	144.00	x (8.73)	139.68	10.90	174.40				
20	#2 Liberty Storage Boxes	1.65	33.00	x (1.32)	26.40	1.50	30.00			1.39 Paper	27.80
60	#11 Liberty Storage Boxes	2.10	126.00	x (1.69)	101.40	1.95	117.00			1.78 Paper	106.80
50	#12 Liberty Storage Boxes	2.35	117.50	x (1.86)	93.00	2.18	109.00			2.97 Paper	148.50
50	#15 Liberty Storage Boxes	1.79	89.50	x (1.43)	71.50	1.64	82.00			1.33 Paper	66.50
20	#18 Liberty Storage Boxes	1.65	33.00	x (1.33)	26.60	1.52	30.40			1.37 Paper	27.40
30	6 x 9 Clipboards, #203	.52	15.60	x (1.45)	13.50	.60	18.00				
30	Lotter size clipboards	.55	16.50	x (1.47)	14.10	.70	21.00			Pronto .54	16.20
40	Legal Size Clipboards	.54	23.60	x (.53)	21.20	.75	30.00			Pronto .59	23.60
400	#1 Paper Clips	1.44/m	52.20	1.64/m	49.20	(1.50/m)	45.00			Acme 1.08/m	32.40
24 bx.	#1 Paper Clamps (12 to box)	.49	11.76	x (.31/bx)	7.44	.49/bx	10.80			Acme 2.09	6.69
400	#3 Paper Clips, 7/8" long	1.74	6.96	1.64/m	6.56	(1.50/m)	6.00			Acme 1.04/m	4.16
900	Jumbo Paper Clips, 2" Long	5.04/m	10.00	(4.33/m)	9.66	5.00/m	10.00			3.96	7.92

ITEM	EST. QTY.	DESCRIPTION	Evans Supply UNIT PRICE	Evans Supply EST. TOTAL	Doubleday Bros. UNIT PRICE	Doubleday Bros. EST. TOTAL	Sharp UNIT PRICE	Sharp EST. TOTAL	Singaba "of the Standard" UNIT PRICE	Singaba "of the Standard" EST. TOTAL	UNIT PRICE	EST. TOTAL
.03.	4 dz.	Magnetic Clips with 1¼" Clamp Hunt PE 2026, or equivalent	3.03/dz.	12.08	3.00/dz.	12.00	3.00/dz.	12.00				
.04.	24	Magnetic Paper Clip Holders	.93	22.32	.70	16.80	.75	18.00				
.05.	4 dz.	Magnetic clips with 2¼" Clamp Hunt PE 2027 or equivalent	4.28/dz.	17.12	4.26/dz.	17.04	4.38/dz.	17.12			.36	IDL 2.88
.06.	8 dz.	#2 Binder clip-clamps	.64	5.12	.62/dz.	4.96	.60/dz.	4.80			.67	IDL 2.68
.07.	4 dz.	#5 Binder Clip-clamps L.E.D.	.97	3.88	.95/dz.	3.80	.95/dz.	3.80			1.84	IDL 7.36
.08.	4 dz.	#10 Binder Clip-Clamps	2.34	9.36	2.32/dz.	9.28	2.15/dz.	8.60			.428	Hallmark #1 20.9
.09.	50	#1 Stamp Pads, Black & Red	.78	39.00	.70	35.00	.76	37.50			.639	111
.10.	20	#2 Stamp Pads, Black & Red	1.09	21.80	.99	19.80	1.04	20.80			.28	14.0
.11.	50	½" Scotch Tape Dispensers, H-126	.28	14.00	.24	12.00	.29	14.50			.28	14.0
.12.	50	3/4" Scotch Tape Dispensers, H-127	.28	14.00	.24	12.00	.29	14.50			.28	14.0
.13.	6.	C-20 Tape Dispensers	4.28	25.68	3.82	22.92	4.85	29.10				Dennison R-1
.14.	4 dz.	#100 Pink Pearl Erasers	1.95	7.80	1.82/dz.	7.28	1.95/dz.	7.80			.28	3.8
.15.	10 dz.	670998 AW Faber Eraser Sticks, with Brush Sub. Venus	2.70	27.00	2.53/dz.	25.30	2.55/dz. 0.55	26.50			.147	Venus 605-B 14.70
.16.	2 gr.	Pencil Tip Wedge Erasers	11.05	8.10	3.22/gr.	6.44	3.50/gr.	7.00			.228	Dennison 4.56
.17.	4 dz.	#211 Art Gum Erasers	2.42	9.68	1.67/dz.	6.68	2.25/dz.	9.00			.169	Moore 6.76
.18.	6 dz.	#70778 Erasers	3.70	16.20	2.53/dz.	15.18	2.55/dz.	15.30				Dennison V-90
.19.	2 dz.	#400 Eberhard Faber Pink Pearl Erasers	2.55	5.10	2.13/dz.	4.26	2.55/dz.	5.10			.64	1.28
.20.	2 dz.	#1207 Eberhard Faber Erasers	2.59	5.18	2.57/dz.	5.14	2.55/dz.	5.10			1.47	Dennison 2.94
.21.	4000	#3 Round Head Brass Fastners	7.85	31.40	6.58/M	26.32	7.55/M	28.60			4.98/M	19.92
.22.	8 bx.	#22 Acco Fastners, 50 per box	1.49	11.92	1.22/bx.	9.76	1.44/bx.	11.52			1.14	9.12
.23.	6	M217A, Accordion or expanding files, letter size alphabetized	3.99	23.94	3.30	19.80	3.50	21.00				Myler
.24.	10 dz.	Parr Swingline Finger tips, size 11,11½, 12, 13 and 13A	1.33	13.30	.93/dz.	9.30	1.15/dz.	11.50			.64	6.4
.25.	6	Liberty 876, 7 x 9½ metal copy holder	1.50	9.00	1.33	7.98	1.49	8.94			1.37	8.2
.26.	20 bx.	Push Pins Assorted Colors	2.20 .45	9.00	1.36/bx.	27.20	.39/bx.	7.80				
.27.	60	Two-Section, Letter size, desk trays, gray #1600 Eldon	3.57	214.20	1.53	91.80	3.30	198.00				

ITEM	EST. QTY.	DESCRIPTION	Business Equip. UNIT PRICE	Business Equip. EST. TOTAL	Doubleday Bros. UNIT PRICE	Doubleday Bros. EST. TOTAL	Ship UNIT PRICE	Ship EST. TOTAL	Chaplin 727 4th Standard Station UNIT PRICE	Chaplin 727 4th Standard Station EST. TOTAL	UNIT PRICE	EST. TOTAL
128.	4 ct.	31205 Dennison gummed labels, 4 1/16 x 1 3/4, 12 small boxes per carton	3.18	12.72	3.78	15.12	4.50	18.00				
129.	4 ct.	31208 Dennison gummed labels, 4 x 2 1/2, 12 small boxes per carton	3.18	12.72	3.78	15.12	4.50	18.00			3.83/ctn	11.72
130.	2 dz.	Smead Spi-Roll labels, Cherry, Blue, & Buff	6.69	13.38	5.74/dz	11.48	6.05/dz	12.10			5.09	10.18
131.	4 ct.	30201 Dennison labels, 12 small boxes per carton	3.18	12.72	3.08	12.32	4.50	18.00				
132.	6 ct.	31209 Dennison labels, gummed, 3 x 5 , 12 small boxes per carton	3.18	19.08	3.78	22.68	4.50	27.00			2.93/ctn.	17.58
133.	40 Pkg.	Labels, Avery Self-Adhesive, unprinted 5-6432.	1.50	60.00	1.04/pkg.	41.60	1.39/pkg	55.60				
134.	40 Pkg.	Labels, Avery Self-adhesive, unprinted 5375	1.32	52.80	1.16/pkg.	46.40	1.46/pkg	58.40				
135.	6	"Cavalier" List-finders, complete	10.00	60.00	9.31	55.86	9.05	54.30				
136.	8	List Finders refills, Cavalier Model	1.95	15.60	1.78	14.24	1.74	13.92			1.48	11.84
137.	10	Dates list finders, "Director" Model complete	6.00	60.00	5.70	57.00	5.50	55.00				
138.	8	List finders refills, Director Model	1.95	15.60	1.78	14.24	1.74	13.92				
140.	6 bx.	3631 Carter's purple ditto masters, 8 1/2 x 11, Sub. Allied.	4.12	24.72	4.14/bx.	24.84	4.98	29.88				
141.	30 dz.	Felt-tipped markers; pencil type, Estabrook, various colors, Sub. Dri-Mark PR & PFR	3.80	114.00	Papermate 3.78/dz.	113.40 66.90	3.86/dz.	114.00	Graphic 200 12/14. 1.20 Jerman Arbor	36.00 36.00	Scripto 1.68 Scripto	32.40 32.40
142.	30 dz.	Markers, All-rite fine line, sprite orange	2.67	77.10	2.23/dz.	14.50 66.90	2.94/dz.	88.20	1.20	36.00	1.08	32.40
143.	24	Sterling Master Envelopes, Moistened (Plastic tube with sponge)	.34	8.16	.22	5.28	.25	6.00	Pen Rite 12/14		Rite-Rite 4.96	119.04
144.	40 gr.	Black lead pencils, Ticonderoga #2, 2 1/2, & 3	9.60	384.00	Doubleday 338.20 2.58/gr. 9.60/gr.	276.80	10.25/gr.	402.00	4.44 Superfine 12/14	177.60	Venus 2.69 Stratina	369.20
145.	50 dz.	Eagle Veri-Thin pencils, with erasers, various colors	1.44	72.00	1.28/dz.	64.00	1.48/dz.	74.50	.66	33.00	.622 Stratina-Accountant	31.10
146.	20 dz.	Eagle Veri-Thin pencils, without erasers, various colors.	1.44	28.80	1.28/dz.	25.60	1.49/dz.	29.80			.508	10.16
147.	8 dz.	A.W. Faber-Castell Drawing pencils 2H & 3H	2.55	20.40	2.35/dz.	18.80	2.95/dz.	23.60	Eagle Mirado 1.99 Eagle Turquoise .99	15.92 7.92	Eagle Mirado Stratina	8.73
148.	60 dz.	All-Rite Office ritors, extra fine line, #522, #542, Colors Red, Blue & Black	2.91	174.60	Papermate 2.88/1.44/dz.	86.40	2.43/dz.	145.80		59.40		52.38

ITEM	EST. QTY.	DESCRIPTION	Business Equip UNIT PRICE	Business Equip EST. TOTAL	Dauphin Bros. UNIT PRICE	Dauphin Bros. EST. TOTAL	Sharp UNIT PRICE	Sharp EST. TOTAL	Staples 3/8/11 UNIT PRICE	Staples 3/8/11 EST. TOTAL	Standard Stat. UNIT PRICE	Standard Stat. EST. TOTAL
149.	60 dz.	#54E Med. All Rite Pens	2.17	130.20	2.02 / 1.44 dz.	86.40	1.89/dz.	113.40	.99	59.40	.98	58
150.	1 gr.	#207 Magic Marker - All Colors	27.55	330.60/gr.	27.50	38.88/gr.	38.88	#207 Staples 3/8/11	20.49	Maggie # 20		
151.	4 dz.	Universal refills for ball point pens, medium point, Blue, Black and Red	3.79	15.16	3.42/dz.	13.68	3.50/dz.	14.00				
152.	4	#501H Shaeffer Pen Sets	4.99	19.96	4.78	19.12	4.99	19.96				
153.	10	#501H Shaeffer Pens Only	1.50	15.00	1.58 / Paperm. 1.44 dz.	15.80	1.95	19.50				
154.	60 dz.	Bic Pens, Medium Point	1.94	116.40	1.44 / Paperm. 1.44 dz.	86.40	1.99/dz.	119.40	Bindy Staple 1.49	Bic 89.40	1.83	109
155.	60 dz.	Bic Pens, Fine Point	2.25	135.00	1.89 / 1.44 dz.	86.40	2.35/dz.	141.00	.99	59.40	.214 Bic	128
156.	4 dz.	Paperamate Pens, refillable Ball Point	7.55	30.20	5.28/dz.	21.12	8.23/dz.	32.92				
157.	96	Pental Sharp 5 Eversharpe	1.49	53.64	2.06	74.16	2.08	74.88				
158.	30 tube	Pental Lead for Sharp 5 pencils	.49	14.70	.59/tb.	17.70	.49	14.70				
159.	4 dz.	Dri-Mark Nylon Tip Pens, Various Colors	3.01	12.16	3.02/dz.	12.08	3.50/dz.	14.00	Staple 200 1.28	1/11 4.80	Staples 1.19	4.4
160.	20	Medium priced metal letter openers	.40	8.00	.31	6.20	.37	7.40			.29	5.8
161.	2 ct.	#2 Dennison gummed reinforcements, 72 boxes to a carton	9.87	19.74	9.99/ct.	19.98	14.60	29.20			Keyboard 11.52	23.
162.	24	12" Wood Ruler, with double metal edge	.36	8.64	.25	6.00	.30	7.20			.257	6.1
163.	24	15" Wood ruler, with double metal edge	.45	10.80	.30	7.20	.39	9.36			.327	7.8
164.	24	18" Wood ruler, with double metal edge	.50	12.00	.34	8.16	.45	10.80			.377	9.
165.	20	10" straight scissers, medium priced	3.35	67.00	2.45	49.00	3.05	61.00			1.27 Dove C#	25.
166.	20	#4 Swingline staplers, pearl grey	8.45	169.00	4.90 / 4.40	98.00	8.10	162.00	3.36 Swingline #4	67.20	2.82 Swingline	56.
167.	50 bx.	Staples for #4 Swingline Staplers	.62	31.00	.44/bx.	22.00	.61/bx.	30.00	2.48	24.00	.597	29.
168.	10 bx.	Ace #700 undulated staples	1.33	13.30	1.15/bx.	11.50	1.20/bx.	12.00			.97	9.
169.	6	#702 Ace Clipper Staples	6.13	36.78	5.49	32.94	5.70	34.20				
170.	40	Ace Standard #600 Staple removers	.58	23.20	.50	20.00	.57	20.40			Jenne 2.23	111
171.	20	Pencil sharpener, Boston 1068, self-feed Beige color, vacuum Base	4.28	85.60	5.02	100.40	6.10	122.00				
172.	5000	#5G Manila Tags, 4 3/4 x 2 3/8	6.64	33.20	6.31/m	31.55	6.55/m	32.75			Kensington #5 16.92/m	84.
173.	2000	MR33 White Tags	18.64	37.28	17.89/m	35.78	20.4/m	40.80				
174.	500	"MR35 White Tags	2.49	12.45	2.18/c	10.90	2.30/c	11.50				
175.												

Kensington Staples 900 Ring Staples #1 .46/pg.

EST. QTY.	DESCRIPTION	Business Equip UNIT PRICE	Business Equip EST. TOTAL	Doubleday Bros. UNIT PRICE	Doubleday Bros. EST. TOTAL	Dietz UNIT PRICE	Dietz EST. TOTAL	Graphic Y-4-4-11 UNIT PRICE	Graphic Y-4-4-11 EST. TOTAL	Standard Textile UNIT PRICE	Standard Textile EST. TOTAL
18	Hodge File Boxes #1050	3.40	61.20	(2.49)	44.82	3.39	61.02				
20 bx.	Large thumb tacks, #4, 100 per box	.48	9.60	(.39/bx)	7.80	.39/bx	7.80			.338	6.7
4 rls.	#710 Scotch Tape, 2" wide x 72 yds. black pressure	7.26	29.04	8.58	34.32	4.95/rl	19.80	Primecut 900 or Scotch 3000		Le Page	
80	#810 Mending Tape, ½" x 1296"	.25	60.00	(.72)	57.60	.76/rl.	60.80	.57	40.80	.554	44.32
60	#810 Mending Tape 3/4" x 300" with Dispenser	.33	19.20	(.29)	17.40	.39/rl.	23.40				
150	#810 Mending Tape, 3/4" x 1296"	.99	148.50	(.94)	141.00	1.06/rl.	159.00	Primecut 900 or Scotch 3000 .67 100.50 Some available		Le Page .64	96.00
20	#810 Mending Tape 3/4" x 2592"	1.75	35.00	(1.69)	33.80	1.25/rl.	25.00	1.37	27.40	1.34	26.80
70	#600 Scotch Tape, ½" x 1296"	.55	38.50	(.50)	35.00	.55/rl.	38.50	Primecut #84 or Le Page .27 18.90 Some available		Tuck .259	18.01
50	#600 Scotch Tape, 3/4" x 1296"	.74	37.00	(.67)	33.50	.24/rl.	37.80	.33 16.50 Some available		Tuck .329	16.95
20	#600 Scotch Tape, 3/4" x 2592"	1.17	23.40	(1.07)	21.40	1.17/rl.	23.40	.66 13.20		Tuck .61	12.20
50	#230 Scotch Brand Drafting Tape, 3/4" x 60 yards rolls	1.37	68.50	(1.32)	66.00	1.37/rl.	68.50			Tuck Marking .454	22.70
30	#230 Scotch Brand Drafting Tape, 1" x 60 Yard Rolls	1.79	53.70	1.82	54.60	(1.72/rl)	51.60			Tuck Marking .588	17.64
100Ft.	Magnetic Tape - ½" Wide	.22	22.00	(.20/ft)	20.00	No Quote					
40 rls.	½" Wide Dymo Tape, Black, Blue, Green & Brown	.55	22.00	(.46)	18.40	.65/rl.	26.00	Peter Wirkmeier .43 17.20 Some available		Peter ½ .39	15.60
40 rls.	3/8" Wide Dymo Tape, Black, Blue, Green & Brown	.68	27.20	(.59)	23.60	.83/rl.	32.80	.44 17.60 Some available		Peter ½ .441	17.60
20 rls.	½" Dymo Tape, Assorted Colors	.90	18.00	(.76)	15.20	1.05/rl.	21.00	.45 9.00		Peter ½ .49	9.80
1 dz.	Engrs. Scales & Canes (3 sided)	14.88	14.88	(1.19)	14.28	No Quote					
30 bx.	½" Clear Index Tabbing, 5 ft. per box	.65	19.50	(.63/bx)	18.90	.65/bx	19.50			Alco .422	12.66
20 bx.	Index Tabs, various colors, #301, 382, 383, 385 and 307, 5 ft. per box	.65	13.00	(.63/bx)	12.60	.65/bx	13.00				
24 rls.	#600, 3/4" x 60 yd., Filament tape, Scotch Brand	2.43	58.32	(2.41)	57.84	2.44/rl.	58.76	Nashua #410 1.10	26.40	Tuck 1.37	32.89
12	#18 Polished Cotton Twine 4# Balls	1.28	15.36	(.88)	10.56	1.15	13.80			1.39	16.68
12	2½ lb. Cones of 20 Ply Cotton Twine	6.31	75.72	(5.97)	71.64	No Quote				5.89	70.68
30	19 x 24 Green Desk Pad Blotters	.15	4.50	(.11)	3.30	.15	4.50				

ITEM	EST. QTY.	DESCRIPTION	Business Equip. UNIT PRICE	Business Equip. EST. TOTAL	Doubleday Bros. UNIT PRICE	Doubleday Bros. EST. TOTAL	Shrey UNIT PRICE	Shrey EST. TOTAL	Graphic UNIT PRICE	Graphic EST. TOTAL	Standard Stationery UNIT PRICE	Standard Stationery EST. TOTAL
99.	50	19 x 24 Desk Pads, Green 21403	1.84	92.00	1.76	88.00	1.90	95.00			1.48 Atlantic	74.00
00.	100	19 x 24 Acetate Desk Pad Covers, .0075 thick	.50	50.00	.48	48.00	.60	60.00				
01.	10	Rubber Pads for Under Typewriters	1.63	16.30	.93	9.30	1.75	17.50			.69 Barnett	12.42
02.	6	XG-403CR, 4" Clipper type paper punches	.81	4.86	.59	3.54	.69	4.14			.49 Acme	2.94
03.	50	Smead #1075G Expanding Wallets	.88	44.00	.79	39.50	.86	43.00	Graphic Bottom Hat		.589	29.40
04.	2 grs.	Pentel Rolling Riter Assorted Colors	68.10/gr.	136.20	75.34/gr.	150.68	79.80/gr.	159.60	27.36	54.72		
05.	30 gal.	Ditto Fluid, in 1 Gallon Jugs	2.50	75.00	2.48/gal.	74.40	3.99/gal.	119.70				
06.	40	Blue-Black Ink Cartridges	.33	15.84	.24	11.52	.34	16.32			.33 Fairbrook	16.80
07.	20	Stamp Pads' ink, in 14 oz. bottles black & red	.48	9.60	.47	9.40	.50	10.00				
08.	4 dz.	Carter's Rubber Cement, 4 oz. bottles, Sub. Ross- Evans	5.88/dz.	23.52	5.14/dz.	20.56	5.40/dz.	21.60			5.02 Rose	20.08
09.	10	Empty Pint Jar, with Applicator brush , for Carter's Rubber Cement	2.17	21.70	1.98	19.80	2.10	21.00				
10.	4	Carter's Rubber Cement, in 1 gallon contain	5.76	23.04	5.18/gal.	20.72	5.34	21.36				
11.	4	Carter's Rubber Cement Thinner, in 1 quart containers, Sub. Ross-Evans	1.23	4.92	1.10/qt.	4.40	1.95	7.80			Dennis 4 qts. .71	2.84
12.	30	Seat Typewriter Cleaner, 2 oz. bottles	.77	23.10	.71	21.30	.95	28.50				21.30
13.	5000	Tag Wire, 12" 1000 per bundle	2.44	12.20	1.74/m	8.70	2.70/m	13.50				
14.	6 ea.	Roll Master Paper Holders	3.55	21.30	2.92	17.52	3.20	19.20				
15.	30	Write-O-Folio Legal Size	2.07	62.10	2.05	61.50	2.50	75.00				
16.	40	Write-O-Folio Letter Size	1.93	77.20	1.84	73.60	2.25	90.00	Re-Typecraft 69.12 Same LRHT	69.12	Acme 58.81 Ace 58.81	58.81 116.48
17.	1 gr.	Liquid Paper	95.04/gr.	95.04	77.76	77.76	93.60/gr.	93.60		5.76	.254	6.10
18.	24 bt.	Liquid Paper Thinner	.27	6.48	.25	6.00	.29 Bottle	6.96	.24			
19.	10 dz.	Map Tacks, Assorted Colors	1.08	1.08	.99/dz.	11.88	1.00/dz.	120.00				
20.	20 sets	C1-213-8 Alco Indexes	.55	11.00	.51/set	10.20	.62	12.40				
21.	15 cans	3M Desk & Office Cleaners	1.24	18.60	1.20	18.00	1.30	19.50	Alternate - Permanello & Rolling Riter R.72/gr. Rolex 6.12			

EST. QTY.	DESCRIPTION	Business Equip. UNIT PRICE	Business Equip. EST. TOTAL	Doubleday Bros. UNIT PRICE	Doubleday Bros. EST. TOTAL	Shrep UNIT PRICE	Shrep EST. TOTAL	Staphe UNIT PRICE	Staphe EST. TOTAL	Standard Stations UNIT PRICE	Standard Stations EST. TOTAL
40 pcs.	Poster Board 22" x 28" White	.25	10.00	x (.21)	8.40	.30	12.00				
7 gal.	Liquid Podding Compound - Merritt	12.48	87.36	x (8.37/gal)	58.59	8.60/gal	60.20				
5 pkg.	G10-8 Ledger Sheets	5.23	26.15	(4.51/pkg) Reduced	22.55	4.85/pkg	24.25	Kingsley Corrugated 11.84	11.84		
1 gr.	Lindy Medium Pens #460M Assorted Colors	45.72/gr.	45.72	3.39/1.44 doz.	17.28	42.24/gr.	42.24				
12 rls.	C R 16 Correction Tape	.52	6.24	x (.37)	4.44	.48	5.76			.43	5.16
10	Paper Spindles	.50	5.00	x (.38) 22 marked 3.85	3.80	.60	6.00	Staphe 6.00 Jan 26/46		Magic #495	
7 dz.	Magic Markers Wide Nib.	4.77	33.39	(3.25/dz.	22.72	4.95/dz.	34.65	1.68	11.76	1.71	11.97
20 sets	3 x 5 Plastic Tab Alphobetical Card Guides	.95	15.00	(.67/set)	13.40	.90	18.00				
4 sets	9" High Metal Bookends	2.58	10.32	(2.56/set)	10.24	2.75	11.00				
8 sets	5" High Metal Bookends	.68	5.44	(.65/set)	5.20	.75	6.00			.688	5.50
10	15" Waste Baskets	1.99	19.90	(1.76)	17.60	1.95	19.50				
10	12½" Waste Baskets	1.35	13.50	(1.23)	12.30	1.50	15.00				
40	47-812 Binders	.88	35.20	(.83)	33.20	1.00	40.00				
18	241-40H Post Binders	7.03	126.00	(6.53)	117.54	8.15	146.70				
6	LV-219-A Legal Size Accordion File Alphoboti	6.00	36.00	(4.77)	28.62	5.15	30.90				
70	Indexes 504-40M	1.31	91.70	(1.24)	86.80	1.40	98.00				
6 dz.	Flash 32 Markers	3.09	18.54	(2.23/dz.	13.38	3.18/dz.	19.08	Staphe 100 11/14. 1.39	8.28		
5000	C-35 Rolodex Cards	6.00/m	30.00	(4.19/m	20.95	5.50/m	27.50				
		TOTAL	$11,255.37	TOTAL	$9,264.40 5% .39 $10,776.74	Total	$12,223.46	Total	$1,119.78	Total	$5,135.22

COMPANY: _____ SIGNATURE: _____

TERMS: _____ DATE: _____

TOTAL AMOUNT

DATE April 25, 1977

Office Supplies
VENDORS NAME & ADDRESS
Office Services

VENDORS NAME & ADDRESS	CARDS MAILED	BIDS PICKED UP	BIDS MAILED	
U. S. Envelope 16 S. Sherman Drive Indianapolis, Ind. 46206			April 25, 1977	
Standard Stationary Supply Co 1020 S. Wabash Ave. Chicago, Illinois 60605			April 25, 1977	
Wirth Company Inc. 2000 National Ave. Haywood, California 94545			April 25, 1977	
S. K. Merchandising Corp. P.O. Box 405 New York, N. Y. 10017			April 25, 1977	
Graphi Industries 811 N. Cahuenga Blvd. Los Angeles, Calif.			April 25, 1977	
Business Equipment 620 S. Calhoun St. 46802	April 27, 1977			
Boxbergers, Inc. 1220 Webster St.	April 27, 1977			
Lewis & Christen Sup. 1626 S. Calhoun St.	April 27, 1977	May 2, 1977		
Doubleday Bros. 437 East Berry St.	April 27, 1977	April 29, 1977		
O'Reilly Office Supply 2525 W. Jefferson St.		April 28, 1977		

BID REF. # 426

DATE April 25, 1977

Office Supplies

VENDORS NAME & ADDRESS Office Services	CARDS MAILED	BIDS PICKED UP	BIDS MAILED	
Shrex of Ft. Wayne 323 E. Berry Street	April 27. 1977	May 16, 1977		
Andrews Service & Supply 1246 Heustis Avenue	April 27, 1977			

Form DPSB 3456

DEPARTMENT OF PURCHASES

Number One Main St., Ft. Wayne, Ind. 46802

INVITATION

Ref. No. 426

Date April 15, 197

Date wanted 5-18-77

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Address your reply as indicated below.*

*Mail all replies and correspondence, etc. to Attn. of A. C. Lord 423-7037 DEPARTMENT OF PURCHASES

Room 470, Number One Main St., Ft. Wayne, Ind. 46802

Address

REQUIRED FOR DELIVERY TO:

Department or Division Central Services Department

One Main Street, Basement, City County Bldg.

Address Fort Wayne, Indiana 46802

Fund Appropriation No.

RETURN ORIGINAL TO THE CITY — RETAIN DUPLICATE COPY FOR YOUR FILE

Closing Time of Bids Wednesday, May 18, 1977 at 2:30 P.M.

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY'S INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 54608. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 10 on reverse hereof for details.

TAX EXEMPT (Unless otherwise indicated)

Quantity	Unit	Materials, Supplies, Equipment or Services	Unit Price	Total Amount
		OFFICE SUPPLIES - July 1, 1977 thru June 30, 1978		
		The enclosed bidders sheets must be properly completed and returned as your bid, along with the properly executed Non-Collusion Affidavit.		
		The award of this bid may be made on either an item by item or on an overall basis, as we determine the most beneficial to the City.		
		The supplies will be shipped only upon issuance of Purchase Orders as the need dictates.		
		Vendors must be able to supply from stock. If requests cannot be filled within seven (7) days, then approval will be required for extended delivery.		
		The Brand Names and Numbers are only intended to be used as a guide for bidders. If alternate is to be quoted it must be equal or better. Please list manufacturer and number on line provided.		
		All Unit Prices are to be extended.		

Bid Bond required NO ☐ YES ☒ 5% of Bid Performance Bond NO ☒ YES ☐

See instruction item No. 15 on reverse side hereof.

Terms ___% cash discount if paid within ___ days from delivery and acceptance of goods or completion of services.

PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid be accepted within a reasonable time from date of closing, to furnish any or all of the items or render such services upon which prices are quoted, in accordance with the specifications supplying and at the price set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within ___ days from receipt of order.

IMPORTANT — As delivery may be a deciding factor in the award of an order, it is important that bidders furnish the information requested above.

Sign Here: Bruce E. Ingram

For Arden Office Supply Title Board Chairman

Address [illegible]

City [illegible] Date [illegible]

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
1.	50	Accopress Binders, 11 x 8 ½, side openings BFS 2507	.52	26.00
2.	40	Accopress Binders, 11 x 8½, end opening BFS 1074	.62	24.80
3.	80	Accopress Binders, legal size, end opening, red, with 3" capacity	.75	60.00
4	40	Wilson Jones 14-14lin Nylon Prong Binders, 14-7/8 x 11 sheet	1.54	61.60
5.	40	Three-Ring, Loose-leaf, hard cover with cloth hinge, Binders, Rogers 4345-14	2.50	100.00
6.	24 tubes	Pentel Eraser Refills	.29	6.96
7.	10	National 63-161, 9½ x 6 Binders Sub. W.J. 364-12B	1.59	15.90
8.	10	National 64-261, 9½ x 6 Three Ring Black Binders, Sub. Rogers 3329-12	2.37	23.70
9.	10	National 87-784 Black, Hard Cover, Three-ring Binders	9.19	91.90
10.	10	Wilson Jones 345-40, 8½ x 5½ ring Binders, Sub. Rogers 1345-40	4.62	46.20
11.	10	Rogers 4345-10, 8½ x 5½ Loose leaf Binders stiff back, three ring	2.50	25.00
12.	10	Rogers 1344-14L, 11 x 8½ Three Ring Binders	5.62	56.26
13.	10	Rogers 1349-44, three hole, black hard cover Binders	3.37	33.70
14.	4	Borum & Pease 1471 Roll Books 14 1/4 x 9 1/4, with 150 pages	8.75	35.00
15.	10	National Account Books, 37-331, or Borum and Pease 67-1/8, 150 pages	4.37	43.70
16.	100	National 46-577 Money receipt books, 50 leaves, Sub. Wilson Jones S1607	.56	56.00
17.	150	Steno Notebooks, 36-746, Sub Wilson Jones 1115W	.29	43.50 ✓ 72.50
18.	20 bx.	Blue Manuscript Covers, 9 x 15½, 100 per box, Eaton 225	3.10	62.00
19.	1M	Slider Back Report Covers - Clear	.15	150.00

171.16 ✓

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
20.	500	#1128 Duo-Tang Covers, Light Blue with Pockets on both covers	.2C	100.00
21.	1000	#1258 Duo-Tang Covers, Green, Gray, Red Light Blue, and Dark Blue	.15	150.00
22.	12 set	Drawer Frames 8 1/2 x 11	1.88	22.56
23.	12 sets	Drawer Frames 8 1/2 x 14	1.94	23.28
24.	6000	8 1/2 x 11, 1/3, 1/5, or straight cut file Folders, heavy manila	31.6M	189.60
25.	1400	Legal size file folders, 1/3, 1/5, or straight cut, Manila	4.11-C	57.54 45.00
26.	10 bx.	Pendaflex Folders 8 1/2 x 11 Hanging 25-5 7.12½	4.50	39.60 53.00
27.	10 bx.	Pendaflex Folders 8 1/2 x 14 Hanging 30-5 5/5½	5.30	44.70
28.	150	1524E Redrope file pockets, letter size	.50	75.00
29.	70	1526E Redrope vertical file pockets	.58	40.60
30.	700	#1514C, 11-3/4 x 9 1/2 vertical file pockets	.42	294.0
31.	150	#1516C, Legal size Pronto file pockets	.51	76.50
32.	50	#1536G Redrope legal size file pockets with 5 1/2" expansion	.68	34.00
33.	6	Webster Collegiate 7th Edition Dictionary	7.22	43.32
34.	5000	Sub. 20, size 2-7/16 x 4-5/16 Manila coin envelopes, with end flap	6.0C M	30.00
35.	100	Sub. 28, 9 x 12 White Catalogue Env.	3.62-C	3.62
36.	500	Sub. 32, 7 1/2 x 10 1/2, glazed Kraft Klasp Envelopes	3.93-C	19.65
37.	1000	Sub. 32, 10 x 13 Glazed Kraft Klasp Envelopes	5.10M	51.10
38.	1000	Sub. 32, 11 1/2 x 14 1/2 Glazed Kraft Klasp Envelopes	6.57CM	65.70
39.	1000	Sub. 32, 12 x 15 1/2 Glazed Kraft Klasp Envelopes	6.87SM	68.75
40.	1600	Sub. 32, 6 x 9 Glazed Kraft Klasp Env.	3.17-C	50.72
41.	1000	Sub. 32, 10 x 15 Glazed Brown Kraft Envelopes, without clasp, gummed end flap	6.5C M	65.00

ITM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
42.	500	9¼ x 14½ Manila Envelopes, with clasp	6.00-C	30.00
43.	500	10 x 15 Manila Envelopes with clasp	6.37-C	31.85
44.	8000	9 x 12 Brown Clasp Envelopes	43.00M	344.00
45.	2 gr.	Wonder Riters Assorted Colors	30.60	61.20
46.	30 sets	4 x 6 Plastic tabbed card guides, Buff-Alphabetical 42056	1.07	32.10
47.	30 sets	5 x 8 Plastic tabbed card guides, Buff-Alphabetical	1.31	39.30
48.	30 sets	Smead 1151-25, 11 x 8½ Pressboard file guides, metal tabbed.	4.69	140.70
49.	15 sets	Smead 2151-25 Alphabetized Green Pressboard file Dividers, Legal size, Sub. Barkley 215-25-1	5.82	87.30
50.	10 sets	Smead 515-25, 3 x 5 Alphabetical Card Guides, Sub. Barkley 575-25	.41	4.10
51.	10 sets	Smead 5151-25 3 x 5 Alphabetical card guides, metal tabbed, Sub. Barkley 515-25-1	3.19	31.90
52.	20 sets	Smead 625-25, 4 x 6 Buff Guides, Alphabetical, Sub. Barkley 675-25	.59	11.80
53.	10 box	1/5 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 575	1.15	11.50
54.	10 box	1/3 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box. Sub. Barkley 573	1.15	11.50
55.	10 box	1/3 cut, 4 x 6 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 673	1.60	16.00
56.	10 box	1/5 Cut, 4 x 6 Card Guides, Plain Blank tab, Buff, 100 per box	1.60	16.00
57.	10 box	1/3 cut, 5 x 8 Card Guides, plain blank tab, Buff. 100 per box, Sub. Barkley 873	2.40	24.00
58.	10 sets	Smead 6151-25, 4 x 6 Alphabetical metal tabbed file guides, Sub. Barkley 615-25-1	3.45	34.50
59	300	1534 -G File Pockets	.60	180.00

11 10 7

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
60.	20 sets	5 x 8 Alphabetical, metal tabbed press-board file guides, sub. Barkley 815-25-1	3.85	77.00
61.	7000	3 x 5 White ruled cards, #110 Index	2.60M	18.20
62.	3000	4 x 6 White ruled cards, #110 Index	4.22M	12.66
63.	3000	5 x 8 White ruled cards, #110 Index	6.38M	19.14
64.	5000	8½ x 11 National 14-281 White Faint Ruled, Three-ring filler paper	9.33M	46.65
65.	30	National 45-604 Analysis pads, Sub. Wilson Jones 7204	1.15	34.50
66.	30	National 45-607 Analysis Pads, Sub. Wilson Jones 7207	1.15	34.50
67.	20	Wilson Jones G7214D Analysis Pads	1.15	23.00
68.	40	National 45-608 Analysis Pads, Sub. Wilson Jones 7208	1.15	46.00
69.	75	Wilson Jones 7513 Analysis Pads	2.25	168.75
70.	10	G7608B Wilson Jones Analysis Pads	1.40	14.00
71.	10	National 45-104 Analysis Pads, Sub. Wilson Jones 7604	.90	9.00
72.	70 dz.	8½ x 11 Letter size ruled pads, yellow white #59-0250	2.70dz	189.00
73.	100 dz.	8½ x 14 Legal ruled pads, yellow white	4.15dz	415.00
74.	100 dz.	8½ x 11 Legal ruled pads, yellow, white #59-1280	3.63dz	363.00
75.	1 gr.	5 x 8 legal pads - Canary	1.94dz	23.28
76.	1 gr.	5 x 8 Legal pads - White	1.94dz	23.28
77.	600	8½ x 11 Acetate sheet protectors, for three ring binders, #313, .005 Ga.	.07	42.00
78.	30	W. J. Columnar Pads #G7205	1.16	34.80
79.	600	Wilson Jones Columnar 10-3 sheets, 9¼ x 11 7/8	5.30C	31.80

1625.56

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
80.	60	Ko-Rec-Type, all colors	.70	42.00
81.	20	Ko-Rec-Type, for Errors	.70	14.00
82.	50 lbs.	Misc. Rubber Bands, size 10, 14, 16, 19, 32, 62 and 84	1.77 (77)	88.50
83.	16	Weis #35 File Boxes, Sub. Hedges #1035	2.50	40.00
84.	16	Weis #46 Storage Boxes with follow black for 4 x 6 cards, Sub. Hedge #1046	2.78	44.48
85.	10	Weis #835 WG, Gray Metal File Boxes, for 3 x 5 Cards	4.44	44.40
86.	20	Weis #846 WG, Gray Metal File Boxes, for 4 x 6 Cards	5.22	104.40
87.	20	#523 - 3 x 5 File Boxes 3" Deep	1.98	39.60
88.	10	Weis #858 WG, Gray Metal File Boxes, for 5 x 8 Cards	6.00	60.00
89.	20	1210L Pronto File, Letter size with metal front drawer type	7.09	141.80
90.	16	1510L Pronto Files, legal size with metal front drawer type	9.00	144.00
91.	20	#2 Liberty Storage Boxes	1.65	33.00
92.	60	#11 Liberty Storage Boxes	2.10	126.00
93.	50	#12 Liberty Storage Boxes	2.35	117.50
94.	50	#15 Liberty Storage Boxes	1.79	89.50
95.	20	#18 Liberty Storage Boxes	1.65	33.00
96.	30	6 x 9 Clipboards, #203	.52	15.60
97.	30	Letter size clipboards	.55	16.50
98.	40	Legal Size Clipboards	.57	22.80
99.	30,000	#1 Paper Clips	1.74 M	52.20
100.	24 bx.	#1 Paper Clamps (12 to box)	.49	11.76
101.	4000	#3 Paper Clips, 7/8" long	1.74 M	6.96
102.	2000	Jumbo Paper Clips, 2" Long	5.00 M	10.00

12 9x.89

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
103.	4 dz.	Magnetic Clips with 1¼" Clamp Hunt PE 2026, or equivalent	3.63	12.68
104.	24	Magnetic Paper Clip Holders	.93	22.32
105.	4 dz.	Magnetic clips with 2¼" Clamp Hunt PE 2027 or equivalent	4.26	17.12
106.	8 dz.	#2 Binder clip-clamps	.64	5.12
107.	4 dz.	#5 Binder Clip-clamps L.E.B.	.97	3.88
108.	4 dz.	#10 Binder Clip-Clamps	2.34	9.36
109.	50	#1 Stamp Pads, Black & Red	.78	39.00
110.	20	#2 Stamp Pads, Black & Red	1.08	21.60
111.	50	½" Scotch Tape Dispensers, H-126	.28	14.00
112.	50	3/4" Scotch Tape Dispensers, H-127	.28	14.00
113.	6	C-20 Tape Dispensers	4.28	25.68
114.	4 dz.	#100 Pink Pearl Erasers	1.95	7.80
115.	10 dz.	#7099B AW Faber Eraser Sticks, with Brush Sub. Venus	2.70	27.00
116.	2 gr.	Pencil Tip Wedge Erasers	4.05	8.10
117.	4 dz.	#211 Art Gum Erasers	2.42	9.68
118.	6 dz.	#7077B Erasers	2.70	16.20
119.	2 dz.	#400 Eberhard Faber Pink Pearl Erasers	2.55	5.10
120.	2 dz.	#1207 Eberhard Faber Erasers	2.59	5.18
121.	4000	#3 Round Head Brass Fastners	7.85	31.40
122.	8 bx.	#22 Acco Fastners, 50 per box	1.49	11.92
123.	6	R217A, Accordion or expanding files, letter size alphabetized	3.99	23.94
124.	10 dz.	Parr Swingline Finger tips, size 11,11¼, 12, 13 and 13A	1.33	13.30
125.	6	Liberty #76, 7 x 9½ metal copy holder	1.50	9.00
126.	20 bx.	Push Pins Assorted Colors 2P20 B-0120	.45	9.00
127.	60	Two-Section, Letter size, desk trays, gray #1600 Eldon	3.57	214.20

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
128.	4 ct.	31205 Dennison gummed labels, 4 1/16 x 1 3/4, 12 small boxes per carton	3.18	12.72
129.	4 ct.	31208 Dennison gummed labels, 4 x 2 1/2, 12 small boxes per carton	3.15	12.72
130.	2 dz.	Smead Spi-Roll labels, Cherry, Blue, & Buff	6.69	13.38
131.	4 ct.	30201 Dennison labels, 12 small boxes per carton	3.15	12.72
132.	6 ct.	31209 Dennison labels, gummed, 3 x 5 , 12 small boxes per carton	3.15	19.05
133.	40 Pkg.	Labels, Avery Self-Adhesive, unprinted S-6432.	1.50	60.00
134.	40 Pkg.	Labels, Avery Self-adhesive, unprinted 5375	1.32	52.80
135.	6	"Cavalier" List-finders, complete	10.00	60.00
136.	8	List Finders refills, Cavalier Model	1.95	15.60
137.	10	Bates list finders, "Director" Model complete	6.00	60.00
138.	8	List finders refills, Director Model	1.95	15.60
140.	6 bx.	3631 Carter's purple ditto masters, 8 1/2 x 11, Sub. Allied.	4.12	24.72
141.	30 dz.	Felt-tipped markers, pencil type, Estabrook, various colors, Sub. Dri-Mark PR & PFR	3.80	114.00
142.	30 dz.	Markers, All-rite fine line, sprite orange	2.57	77.10
143.	24	Sterling Master Envelopes, Moistened (Plastic tube with sponge)	.34	8.16
144.	40 gr.	Black lead pencils, Ticonderoga #2, 2 1/2, & 3	.96	38.40
145.	50 dz.	Eagle Veri-Thin pencils, with erasers, various colors	1.44	72.00
146.	20 dz.	Eagle Veri-Thin pencils, without erasers, various colors.	1.44	28.80
147.	8 dz.	A.W. Faber-Castell Drawing pencils 2H & 3H	2.55	20.40
148.	60 dz.	All-Rite Office riters, extra fine line, #522, #542, Colors Red, Blue & Black	2.91	174.60

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
149.	60 dz.	S54E Med. All Rite Pens	2.17	130.20
150.	1 gr.	#207 Magic Marker - All Colors	27.55	27.55
151.	4 dz.	Universal refills for ball point pens, medium point, Blue, Black and Red	3.79	15.16
152.	4	#501H Shaeffer Pen Sets	4.99	19.96
153.	10	#501H Shaeffer Pens Only	1.50	15.00
154.	60 dz.	Bic Pens, Medium Point	1.94	116.40
155.	60 dz.	Bic Pens, Fine Point	2.25	135.00
156.	4 dz.	Papermate Pens, refillable Ball Point	7.55	30.20
157.	96	Pental Sharp 5 Eversharps	1.49	53.64
158.	30 tube	Pental Lead for Sharp 5 pencils	.49	14.70
160.	4 dz.	Dri-Mark Nylon Tip Pens, Various Colors	3.04	12.16
161.	20	Medium priced metal letter openers	.40	8.00
162.	2 ct.	#2 Dennison gummed reinforcements, 72 boxes to a carton	9.87	19.74
163.	24	12" Wood Ruler, with double metal edge	.36	8.64
164.	24	15" Wood ruler, with double metal edge	.45	10.80
165.	24	18" Wood ruler, with double metal edge	.50	12.00
166.	20	10" straight scissors, medium priced	3.35	67.00
167.	20	#4 Swingline staplers, pearl gray	5.45	109.00
168.	50 bx.	Staples for #4 Swingline Staplers	.62	31.00
169.	10 bx.	Ace #700 undulated staples	1.33	13.30
170.	6	#702 Ace Clipper Staples	6.13	36.78
171.	40	Ace Standard #600 Staple removers	.58	23.20
172.	20	Pencil sharpener, Boston 1068, self-feed Beige color, vacuum Base	47.85	95.70
173.	5000	#5G Manila Tags, 4 3/4 x 2 3/8	6.64 M	33.20
174.	2000	MR33 White Tags	18.64 M	37.28
175.	500	MR35 White Tags	2.49	12.45

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
176.	18	Hedge File Boxes #1058 C/55	3.40	61.20
177.	20 bx.	Large thumb tacks, #4, 100 per box	.48	9.60
178.	4 rls.	#710 Scotch Tape, 2" wide x 72 yds. black pressure	7.26	29.04
179.	80	#810 Mending Tape, ½" x 1296"	.75	60.00
180.	60	#810 Mending Tape 3/4" x 300" with Dispenser	.32	19.20
181.	150	#810 Mending Tape, 3/4" x 1296"	.99	148.50
182.	20	#810 Mending Tape 3/4" x 2592"	1.75	35.00
183.	70	#600 Scotch Tape, ½" x 1296"	.55	38.50
184.	50	#600 Scotch Tape, 3/4" x 1296"	.74	37.00
185.	20	#600 Scotch Tape, 3/4" x 2592"	1.17	23.40
186.	50	#230 Scotch Brand Drafting Tape, 3/4" x 60 yards rolls	1.37	68.50
187.	30	#230 Scotch Brand Drafting Tape, 1" x 60 Yard Rolls	1.77	53.10
188.	100Ft.	Magnetic Tape - ½" Wide	.22	22.00
189.	40 rls.	½" Wide Dymo Tape, Black, Blue, Green & Brown	.55	22.00
190.	40 rls.	3/8" Wide Dymo Tape, Black, Blue, Green & Brown	.68	27.20
191.	20 rls.	½" Dymo Tape, Assorted Colors	.90	18.00
192.	1 dz.	Engrs. Scales & Cases (3 sided)	14.88	14.88
193.	30 bx.	½" Clear Index Tabbing, 5 ft. per box	.65	19.50
194.	20 bx.	Index Tabs, various colors, #381, 382, 383, 385 and 387, 5 ft. per box	.65	13.00
195.	24 rls.	#880, 3/4" x 60 yd., Filament tape, Scotch Brand	2.43	58.32
196.	12	#18 Polished Cotton Twine ½# Balls	1.28	15.36
197.	12	2½ lb. Cones of 20 Ply Cotton Twine	6.31	75.72
198.	30	19 x 24 Green Desk Pad Blotters	.15	4.50

97.17

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
199.	50	19 x 24 Desk Pads, Green 21403	1.54	92.00
200.	100	19 x 24 Acetate Desk Pad Covers, .0075 thick	.50	50.00
201.	10	Rubber Pads for Under Typewriters	1.63	16.30
202.	6	X6-403CR, 4" Clipper type paper punches	.81	4.86
203.	50	Smead #1075G Expanding Wallets	.55	44.00
204.	2 grs.	Pentel Rolling Riter Assorted Colors	6.81C	136.20
205.	30 gal.	Ditto Fluid, in 1 Gallon Jugs	2.50	75.00
206.	48	Blue-Black ink Cartridges	.33	15.84
207.	20	Stamp Pads ink, in 1¼ oz. bottles black & red	.48	9.60
208.	4 dz.	Carter's Rubber Cement, 4 oz. bottles, Sub. Ross- Evans	5.88 4	23.52
209.	10	Empty Pint Jar, with Applicator brush , for Carter's Rubber Cement	2.17	21.70
210.	4	Carter's Rubber Cement, in 1 gallon containers	5.76	23.04
211.	4	Carter's Rubber Cement Thinner, in 1 quart containers, Sub. Ross-Evans	1.23	4.92
212.	30	Scat Typewriter Cleaner, 2 oz. bottles	.77	23.10
213.	5000	Tag Wire, 12" 1000 per bundle	2.44 M	12.20
214.	6 ea.	Roll Master Paper Holders	3.55	21.30
215.	30	Write-O-Folio Legal Size	2.07	62.10
216.	40	Write-O-Folio Letter Size	1.93	77.20
217.	1 gr.	Liquid Paper 7.92 4	95.04	95.04
218.	24 bt.	Liquid Paper Thinner	.27	6.48
219.	10 dz.	Map Tacks, Assorted Colors	1.08	10.80 ✓
220.	20 sets	Cl-213-8 Aico Indexes	.55	11.00
221.	15 cans	3M Desk & Office Cleaners	1.24	18.60

$495.08 ✓

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
222.	40 pcs.	Poster Board 22" x 28" White	.25	10.00
223.	7 gal.	Liquid Padding Compound - Merritt	12.48	87.36
224.	5 pkg.	G10-8 Ledger Sheets	5.23	26.15
225.	1 gr.	Lindy Medium Pens #460M Assorted Colors	45.12 gr	45.12
226.	12 rls.	C R 16 Correction Tape	.52	6.24
227.	10	Paper Spindles	.50	5.00
228.	7 dz.	Magic Markers Wide Nib.	4.77	33.39
229.	20 sets	3 x 5 Plastic Tab Alphabetical Card Guides	.75	15.00
230.	4 sets	9" High Metal Bookends	2.58	10.32
231.	8 sets	5" High Metal Bookends	.68	5.44
232.	10	15" Waste Baskets	1.97	19.70
233.	10	12¼" Waste Baskets	1.35	13.50
234.	40	47-812 Binders	.58	23.20
235.	18	241-40N Post Binders	7.00	126.00
236.	6	LV-219-A Legal Size Accordion File Alphabetized	6.00	36.00
237.	70	Indexes 504-40M	1.31	91.70
238.	6 dz.	Flash 32 Markers	3.09	18.54
239.	5000	C-35 Rolodex Cards	6.00	30.00

COMPANY: Business Equipment SIGNATURE: Arden Oberst

TERMS: net DATE: 5/15/77

TOTAL AMOUNT $ 11,355.37 ✓

615.76 ✓

DEPARTMENT OF PURCHASES
Number One Main St., Ft. Wayne, Ind. 46802

Page 1 of 17

Ref. No. 426

Date April 15, 197

Date wanted 5-18-77

INVITATION

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Address your reply as indicated below.*

*Mail all replies and correspondence, etc. to Attn. of A. C. Lord 423-7037 DEPARTMENT OF PURCHASES

Address Room 470, Number One Main St., Ft. Wayne, Ind. 46802

REQUIRED FOR DELIVERY TO:

Department or Division Office Services Department

Address One Main Street, Basement, City County Bldg. Fort Wayne, Indiana 46802

Fund Appropriation No.

RETURN ORIGINAL TO THE CITY—RETAIN DUPLICATE COPY FOR YOUR FILE

Closing Time of Bids Wednesday, May 18, 1977 at 2:30 P.M.

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY'S INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 34608. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 10 on reverse hereof for details.

TAX EXEMPT (Unless otherwise indicated)

Quantity	Unit	Materials, Supplies, Equipment or Services	Unit Price	Total Amount
		OFFICE SUPPLIES - July 1, 1977 thru June 30, 1978		
		The enclosed bidders sheets must be properly completed and returned as your bid, along with the properly executed Non-Collusion Affidavit.		
		The award of this bid may be made on either an item by item or on an overall basis, as we determine the most beneficial to the City.		
		The supplies will be shipped only upon issuance of Purchase Orders as the need dictates.		
		Vendors must be able to supply from stock. If requests cannot be filled within seven (7) days, then approval will be required for extended delivery.		
		The Brand Names and Numbers are only intended to be used as a guide for bidders. If alternate is to be quoted it must be equal or better. Please list manufacturer and number on line provided.		
		All Unit Prices are to be extended.		

Bid Bond required NO ☐ YES ☒ 5% of Bid Performance Bond NO ☒ YES ☐

See Instruction Item No. 15 on reverse side hereof.

Terms NET % cash discount if paid within X days from delivery and acceptance of goods or completion of services.

PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid be accepted within a reasonable time from date of closing, to furnish any or all of the items or render such services upon which prices are quoted, in accordance with the specifications appearing and at the price set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within 7 days from receipt of order.

IMPORTANT — As delivery may be a decisive factor in the award of an order, it is important that bidders furnish the information requested above.

Sign Here: SHARPX OF FORT WAYNE

Per JACK B SCHRECK Name of Company Title PARTNER

Address 323 E. BERRY ST.

City FORT WAYNE IND Zone 46802

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
1.	50	Accopress Binders, 11 x 8 ½, side openings BFS 2507	59¢ ea	29.50
2.	40	Accopress Binders, 11 x 8½, end opening BFS 1074	.75 ea	30.00
3.	80	Accopress Binders, legal size, end opening, red, with 3" capacity	92 ea	73.60
4	40	Wilson Jones 14-141in Nylon Prong Binders, 14-7/8 x 11 sheet	1.55 ea	62.00
5.	40	Three-Ring, Loose-leaf, hard cover with cloth hinge, Binders, Rogers 4345-14	240 ea	96.00
6.	24 tubes	Pentel Eraser Refills	30 ea	7.20
7.	10	National 63-161, 9½ x 6 Binders Sub. W.J. 364-12B	210 ea	21.00
8.	10	National 64-261, 9½ x 6 Three Ring Black Binders, Sub. Rogers 3329-12	348 ea	34.80
9.	10	National 87-784 Black, Hard Cover, Three-ring Binders	879 ea	87.90
10.	10	Wilson Jones 345-40, 8½ x 5½ ring Binders, Sub. Rogers 1345-40	425 ea	42.50
11.	10	Rogers 4345-10, 8½ x 5½ Loose leaf Binders stiff back, three ring	240 ea	24.00
12.	10	Rogers 1344-14L, 11 x 8½ Three Ring Binders	487 ea	48.70
13.	10	Rogers 1349-44, three hole, black hard cover Binders	298 ea	29.80
14.	4	Borum & Pease 1471 Roll Books 14 1/4 x 9 1/4, with 150 pages	840 ea	33.60
15.	10	National Account Books, 37-331, or Borum and Pease 67-1/8, 150 pages	420 ea	42.00
16.	100	National 46-577 Money receipt books, 50 leaves, Sub. Wilson Jones S1607	36 ea	36.00
17.	150	Steno Notebooks, 36-746, Sub Wilson Jones 1115W	35 ea	52.50
18.	20 bx.	Blue Manuscript Covers, 9 x 15½, 100 per box, Eaton 225	364 Bx	72.80
19.	1M	Slider Back Report Covers - Clear	13¢ ea	130.00

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
20.	500	#1128 Duo-Tang Covers, Light Blue with Pockets on both covers	20¢ ea	100.00
21.	1000	#1258 Duo-Tang Covers, Green, Gray, Red Light Blue, and Dark Blue	15¢ ea	150.00
22.	12 set	Drawer Frames 8 1/2 x 11	224 set	26.88
23.	12 sets	Drawer Frames 8 1/2 x 14	245 set	29.40
24.	6000	8 1/2 x 11, 1/3, 1/5, or straight cut file Folders, heavy manila	33.00 M	198.00
25.	1400	Legal size file folders, 1/3, 1/5, or straight cut, Manila	39.98 M	55.97
26.	10 bx.	Pendaflex Folders 8 1/2 x 11 Hanging	4.15 BX	41.50
27.	10 bx.	Pendaflex Folders 8 1/2 x 14 Hanging	4.80 BX	48.00
28.	150	1524E Redrope file pockets, letter size	48¢ ea	72.00
29.	70	1526E Redrope vertical file pockets	56¢ ea	39.20
30.	700	#1514C, 11-3/4 x 9 1/2 vertical file pockets	40¢ ea	280.00
31.	150	#1516C, Legal size Pronto file pockets	48¢ ea	72.00
32.	50	#1536G Redrope legal size file pockets with 5 1/2" expansion	6.54 ea	32.50
33.	6	Webster Collegiate 7th Edition Dictionary	8.21 ea	49.26
34.	5000	Sub. 20, size 2-7/16 x 4-5/16 Manila coin envelopes, with end flap	NO QUOTE	
35.	100	Sub. 28, 9 x 12 White Catalogue Env.	450 100	4.50
36.	500	Sub. 32, 7 1/2 x 10 1/2, glazed Kraft Klasp Envelopes	4.75 100	23.75
37.	1000	Sub. 32, 10 x 13 Glazed Kraft Klasp Envelopes	59.90 M	59.90
38.	1000	Sub. 32, 11 1/2 x 14 1/2 Glazed Kraft Klasp Envelopes	84.70 M	84.70
39.	1000	Sub. 32, 12 x 15 1/2 Glazed Kraft Klasp Envelopes	89.50 M	89.5
40.	1600	Sub. 32, 6 x 9 Glazed Kraft Klasp Env.	39.50 M	63.20
41.	1000	Sub. 32, 10 x 15 Glazed Brown Kraft Envelopes, without clasp, gummed end flap	NO QUOTE	

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
42.	500	9¼ x 14½ Manila Envelopes, with clasp	750 /00	37.50
43.	500	10 x 15 Manila Envelopes with clasp	825 /100	41.25
44.	8000	9 x 12 Brown Clasp Envelopes	51.00/M	408.00
45.	2 gr.	Wonder Riters Assorted Colors	42.30/gr	84.60
46.	30 sets	4 x 6 Plastic tabbed card guides, Buff-Alphabetical	132/set	39.60
47.	30 sets	5 x 8 Plastic tabbed card guides, Buff-Alphabetical	179/set	53.70
48.	30 sets	Smead 1151-25, 11 x 8½ Pressboard file guides, metal tabbed.	615/set	184.50
49.	15 sets	Smead 2151-25 Alphabetized Green Pressboard file Dividers, Legal size, Sub. Barkley 215-25-1	735/set	110.25
50.	10 sets	Smead 515-25, 3 x 5 Alphabetical Card Guides, Sub. Barkley 575-25	84/set	8.40
51.	10 sets	Smead 5151-25 3 x 5 Alphabetical card guides, metal tabbed, Sub. Barkley 515-25-1	375/	37.50
52.	20 sets	Smead 625-25, 4 x 6 Buff Guides, Alphabetical, Sub. Barkley 675-25	69/set	13.80
53.	10 box	1/5 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 575	136/bx	1360
54.	10 box	1/3 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box. Sub. Barkley 573	136/bx	13.60
55.	10 box	1/3 cut, 4 x 6 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 673	210/BX	2100
56.	10 box	1/5 Cut, 4 x 6 Card Guides, Plain Blank tab, Buff, 100 per box	210/BX	21.00
57.	10 box	1/3 cut, 5 x 8 Card Guides, plain blank tab, Buff. 100 per box, Sub. Barkley 873	305/BX	30.50
58.	10 sets	Smead 6151-25, 4 x 6 Alphabetical metal tabbed file guides, Sub. Barkley 615-25-1	400/set	40.00
59	300	1534 -G File Pockets	574/ea	171.00

1377.80

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
60.	20 sets	5 x 8 Alphabetical, metal tabbed press-board file guides, sub. Darkley 815-25-1	450 set	90.00
61.	7000	3 x 5 White ruled cards, #110 Index	235M	16.45
62.	3000	4 x 6 White ruled cards, #110 Index	418M	12.54
63.	3000	5 x 8 White ruled cards, #110 Index	640M	19.20
64.	5000	8½ x 11 National 14-281 White Faint Ruled, Three-ring filler paper	960M	48.00
65.	30	National 45-604 Analysis pads, Sub. Wilson Jones 7204	112 ea	3360
66.	30	National 45-607 Analysis Pads, Sub. Wilson Jones 7207	112 ea	33.60
67.	20	Wilson Jones G7214D Analysis Pads	112 ea	22.40
68.	40	National 45-608 Analysis Pads, Sub. Wilson Jones 7208	112 ea	44.80
69.	75	Wilson Jones 7513 Analysis Pads	230 ea	172.50
70.	10	G7608B Wilson Jones Analysis Pads	141 ea	1410
71.	10	National 45-104 Analysis Pads, Sub. Wilson Jones 7604	87 ea	870
72.	70 dz.	8½ x 11 Letter size ruled pads, yellow white #59-0250	2.80 dz.	19600
73.	100 dz.	8½ x 14 Legal ruled pads, yellow white	410 dz	410.00
74.	100 dz.	8½ x 11 Legal ruled pads, yellow, white #59-1280	405 dz	405.00
75.	1 gr.	5 x 8 legal pads - Canary	200 dz	24.00
76.	1 gr.	5 x 8 Legal pads - White	200 dz	24.00
77.	600	8½ x 11 Acetate sheet protectors, for three ring binders, #313, .005 Ga.	.06 ea	36.00
78.	30	W. J. Columnar Pads #G7205	117 ea	35.10
79.	600	Wilson Jones Columnar 10-3 sheets, 9¼ x 11 7/8	4.85 100	29.10

1675.00

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
80.	60	Ko-Rec-Type, all colors	70 ea	4200
81.	20	Ko-Rec-Type, for Errors	70 ea	14.00
82.	50 lbs.	Misc. Rubber Bands, size 10, 14, 16, 19, 32, 62 and 84	155 lb	7750
83.	16	Weis #35 File Boxes, Sub. Hedges #1035	237 ea	37.92
84.	16	Weis #46 Storage Boxes with follow black for 4 x 6 cards, Sub. Hedge #1046	260 ea	41.60
85.	10	Weis #835 WG, Gray Metal File Boxes, for 3 x 5 Cards	439 ea	4390
86.	20	Weis #846 WG, Gray Metal File Boxes, for 4 x 6 Cards	510 ea	102.00
87.	20	#523 - 3 x 5 File Boxes 3" Deep	204 ea	4080
88.	10	Weis #858 WG, Gray Metal File Boxes, for 5 x 8 Cards	585 ea	5850
89.	20	1210L Pronto File, Letter size with metal front drawer type	760 ea	152.00
90.	16	1510L Pronto Files, legal size with metal front drawer type	1090 ea	17440
91.	20	#2 Liberty Storage Boxes	150 ea	3000
92.	60	#11 Liberty Storage Boxes	195 ea	11700
93.	50	#12 Liberty Storage Boxes	218 ea	10900
94.	50	#15 Liberty Storage Boxes	164 ea	82.00
95.	20	#18 Liberty Storage Boxes	152 ea	30.40
96.	30	6 x 9 Clipboards, #203	60 ea	18.00
97.	30	Letter size clipboards	70 ea	21.00
98.	40	Legal Size Clipboards	75 ea	30.00
99.	30,000	#1 Paper Clips	150 M	115.00
100.	24 bx.	#1 Paper Clamps (12 to box)	45 BX	10.80
101.	4000	#3 Paper Clips, 7/8" long	150 M	6.00
102.	2000	Jumbo Paper Clips, 2" Long	5.00 M	10.00

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
103.	4 dz.	Magnetic Clips with 1¼" Clamp Hunt PE 2026, or equivalent	30.00 DZ	12.00
104.	24	Magnetic Paper Clip Holders	75 ea	18.00
105.	4 dz.	Magnetic clips with 2¼" Clamp Hunt PE 2027 or equivalent	428 DZ	1712
106.	8 dz.	#2 Binder clip-clamps	60 DZ	480
107.	4 dz.	#5 Binder Clip-clamps L.E.B.	95 DZ	380
108.	4 dz.	#10 Binder Clip-Clamps	215 DZ	860
109.	50	#1 Stamp Pads, Black & Red	75 ea	37.50
110.	20	#2 Stamp Pads, Black & Red	104 ea	2080
111.	50	½" Scotch Tape Dispensers, H-126	29 ea	1450
112.	50	3/4" Scotch Tape Dispensers, H-127	29 ea	14.50
113.	6	C-20 Tape Dispensers	485 ea	29.10
114.	4 dz.	#100 Pink Pearl Erasers	195 DZ	7.80
115.	10 dz.	#7099B AW Faber Eraser Sticks, with Brush Sub. Venus	255 DZ	2.550
116.	2 gr.	Pencil Tip Wedge Erasers	350 GR	700
117.	4 dz.	#211 Art Gum Erasers	225 DZ	900
118.	6 dz.	#7077B Erasers	2.55 DZ	15.30
119.	2 dz.	#400 Eberhard Faber Pink Pearl Erasers	2.55 DZ	5.10
120.	2 dz.	#1207 Eberhard Faber Erasers	2.55 DZ	5.10
121.	4000	#3 Round Head Brass Fastners	715M	28.60
122.	8 bx.	#22 Acco Fastners, 50 per box	144 BX	1152
123.	6	R217A, Accordion or expanding files, letter size alphabetized	350 ea	21.00
124.	10 dz.	Parr Swingline Finger tips, size 11,11½, 12, 13 and 13A	115 DZ	1150
125.	6	Liberty #76, 7 x 9½ metal copy holder	149 ea	894
126.	20 bx.	Push Pins Assorted Colors	35 BX	700
127.	60	Two-Section, Letter size, desk trays, gray #1600 Eldon	330 ea	198.00

547.08

ITEM	EST. QTY.	DESCRIPTION	PRICE	TOTAL
128.	4 ct.	31205 Dennison gummed labels, 4 1/16 x 1 3/4, 12 small boxes per carton	4.50 ct	18.00
129.	4 ct.	31208 Dennison gummed labels, 4 x 2 1/2, 12 small boxes per carton	4.50 ct	18.00
130.	2 dz.	Smead Spi-Roll labels, Cherry, Blue, & Buff	6.05 dz	12.10
131.	4 ct.	30201 Dennison labels, 12 small boxes per carton	4.50 ct	16.00
132.	6 ct.	31209 Dennison labels, gummed, 3 x 5 , 12 small boxes per carton	4.50 ct	27.00
133.	40 Pkg.	Labels, Avery Self-Adhesive, unprinted S-6432.	1.39 PK	55.60
134.	40 Pkg.	Labels, Avery Self-adhesive, unprinted 5375	1.46 PK	58.40
135.	6	"Cavalier" List-finders, complete	9.05 ea	54.30
136.	8	List Finders refills, Cavalier Model	1.74 ea	13.92
137.	10	Bates list finders, "Director" Model complete	5.50 ea	55.00
138.	8	List finders refills, Director Model	1.74 ea	13.92
140.	6 bx.	3631 Carter's purple ditto masters, 8 1/2 x 11, Sub. Allied.	4.98 ea	29.88
141.	30 dz.	Felt-tipped markers, pencil type, Estabrook, various colors, Sub. Dri-Mark PR & PFR	3.80 dz	114.00
142.	30 dz.	Markers, All-rite fine line, sprite orange	2.94 dz	88.20
143.	24	Sterling Master Envelopes, Moistened (Plastic tube with sponge)	.25 ea	6.00
144.	40 gr.	Black lead pencils, Ticonderoga #2, 2 1/2, & 3	10.05 gr	402.00
145.	50 dz.	Eagle Veri-Thin pencils, with erasers, various colors	1.49 dz	74.50
146.	20 dz.	Eagle Veri-Thin pencils, without erasers, various colors.	1.19 dz	23.80
147.	8 dz.	A.W. Faber-Castell Drawing pencils 2H & 3H	2.95 dz	23.60
148.	60 dz.	All-Rite Office riters, extra fine line, #522, #542, Colors Red, Blue & Black	2.43 dz	145.80

58.02

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
149.	60 dz.	S54E Med. All Rite Pens	1.89 dz	113.40
150.	1 gr.	#207 Magic Marker - All Colors	38.88 gr	38.88
151.	4 dz.	Universal refills for ball point pens, medium point, Blue, Black and Red	3.50 dz	14.00
152.	4	#501H Shaeffer Pen Sets	4.99 ea	19.96
153.	10	#501H Shaeffer Pens Only	1.95	19.50
154.	60 dz.	Bic Pens, Medium Point	1.99 dz	119.40
155.	60 dz.	Bic Pens, Fine Point	2.35 dz	141.00
156.	4 dz.	Papermate Pens, refillable Ball Point	8.23 dz	32.92
157.	96	Pental Sharp 5 Eversharps	2.08 ea	74.88
158.	30 tube	Pental Lead for Sharp 5 pencils	.49 ea	14.70
160.	4 dz.	Dri-Mark Nylon Tip Pens, Various Colors	3.50 dz	14.00
161.	20	Medium priced metal letter openers	37 ea	7.40
162.	2 ct.	#2 Dennison gummed reinforcements, 72 boxes to a carton	14.60 ct	29.20
163.	24	12" Wood Ruler, with double metal edge	30 ea	7.20
164.	24	15" Wood ruler, with double metal edge	39 ea	9.36
165.	24	18" Wood ruler, with double metal edge	45 ea	10.80
166.	20	10" straight scissors, medium priced	3.05 ea	61.00
167.	20	#4 Swingline staplers, pearl gray	8.10 ea	162.00
168.	50 bx.	Staples for #4 Swingline Staplers	60 BX	30.00
169.	10 bx.	Ace #700 undulated staples	120 BX	12.00
170.	6	#702 Ace Clipper Staples	5.70	34.20
171.	40	Ace Standard #600 Staple removers	.51 ea	20.40
172.	20	Pencil sharpener, Boston 1068, self-feed Beige color, vacuum Base	6.10 ea	122.00
173.	5000	#5G Manila Tags, 4 3/4 x 2 3/8	6.55 M	32.75
174.	2000	MR33 White Tags 14-32.25	20.00 M	40.00
175.	500	MR35 White Tags $4-32.25	2.30 100	11.50

TLH	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
76.	18	Hedge File Boxes #1058	339 ea	6102
77.	20 bx.	Large thumb tacks, #4, 100 per box	39 BX	780
78.	4 rls.	#710 Scotch Tape, 2" wide x 72 yds. black pressure	495 rl	19.80
79.	80	#810 Mending Tape, ½" x 1296"	76 rl	60.80
80.	60	#810 Mending Tape 3/4" x 300" with Dispenser	39 rl	23.40
181.	150	#810 Mending Tape, 3/4" x 1296"	1.00 rl	150.00
182.	20	#810 Mending Tape 3/4" x 2592"	175 rl	35.00
183.	70	#600 Scotch Tape, ½" x 1296"	55 rl	38.50
184.	50	#600 Scotch Tape, 3/4" x 1296"	74 rl	37.00
185.	20	#600 Scotch Tape, 3/4" x 2592"	117 rl	23.40
186.	50	#230 Scotch Brand Drafting Tape, 3/4" x 60 yards rolls	137 rl	68.50
187.	30	#230 Scotch Brand Drafting Tape, 1" x 60 Yard Rolls	172 rl	51.60
188.	100Ft.	Magnetic Tape - ½" Wide	NO QUOTE	
189.	40 rls.	½" Wide Dymo Tape, Black, Blue, Green & Brown	65 rl	26.00
190.	40 rls.	3/8" Wide Dymo Tape, Black, Blue, Green & Brown	82 rl	32.80
191.	20 rls.	½" Dymo Tape, Assorted Colors	105 rl	21.00
192.	1 dz.	Engrs. Scales & Cases (3 sided)	NO QUOTE	
193.	30 bx.	½" Clear Index Tabbing, 5 ft. per box	.65 BX	19.50
194.	20 bx.	Index Tabs, various colors, #381, 382, 383, 385 and 387, 5 ft. per box	.65 BX	13.00
195.	24 rls.	#880, 3/4" x 60 yd., Filament tape, Scotch Brand	249 rl	59.76
196.	12	#18 Polished Cotton Twine ½# Balls	115 ea	13.80
197.	12	2½ lb. Cones of 20 Ply Cotton Twine	NO QUOTE	
198.	30	19 x 24 Green Desk Pad Blotters	15 ea	4.50

767.18 ✓

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
199.	50	19 x 24 Desk Pads, Green 21403	190 ea	95.00
200.	100	19 x 24 Acetate Desk Pad Covers, .0075 thick	60 ea	60.00
201.	10	Rubber Pads for Under Typewriters	175 ea	1750
202.	6	X6-403CR, ¼" Clipper type paper punches	69 ea	414
203.	50	Smead #1075G Expanding Wallets	86 ea	113.00
204.	2 grs.	Pentel Rolling Riter Assorted Colors	79.00 gr	158.00
205.	30 gal.	Ditto Fluid, in 1 Gallon Jugs	399 gal	11970
206.	48	Blue-Black ink Cartridges	34 ea	16.32
207.	20	Stamp Pads ink, in 1¼ oz. bottles black & red	50 ea	10,00
208.	4 dz.	Carter's Rubber Cement, 4 oz. bottles, Sub. Ross- Evans	540 oz	21.60
209.	10	Empty Pint Jar, with Applicator brush , for Carter's Rubber Cement	210 ea	2100
210.	4	Carter's Rubber Cement, in 1 gallon containers	534 ea	21.36
211.	4	Carter's Rubber Cement Thinner, in 1 quart containers, Sub. Ross-Evans	195 ea	7.80
212.	30	Scat Typewriter Cleaner, 2 oz. bottles	95 ea	28.50
213.	5000	Tag Wire, 12" 1000 per bundle	2.70 M	13,50
214.	6 ea.	Roll Master Paper Holders	320 ea	19.20
215.	30	Write-O-Folio Legal Size	250 ea	75.00
216.	40	Write-O-Folio Letter Size	225 ea	90,00
217.	1 gr.	Liquid Paper	93.60 gr	93.60
218.	24 bt.	Liquid Paper Thinner	29 ea	6.96
219.	10 dz. BOXES	Map Tacks, Assorted Colors	100 BX-100	1200
220.	20 sets	C1-213-8 Aico Indexes	.62 ea	12.40
221.	15 cans	3M Desk & Office Cleaners	130 ea	19.50

1077.08

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
222.	40 pcs.	Poster Board 22" x 28" White	30 ea	12.00
223.	7 gal.	Liquid Padding Compound - Merritt	860 gal	60.20
224.	5 pkg.	G10-8 Ledger Sheets	485 PK.	24.25
225.	1 gr.	Lindy Medium Pens #460M Assorted Colors	42.24 gr	42.24
226.	12 rls.	C R 16 Correction Tape	48 rl	5.76
227.	10	Paper Spindles	60 ea	6.00
228.	7 dz.	Magic Markers Wide Nib.	495 dz	34.65
229.	20 sets	3 x 5 Plastic Tab Alphabetical Card Guides	90 ea	18.00
230.	4 sets	9" High Metal Bookends	275 ea	11.00
231.	8 sets	5" High Metal Bookends	75 ea	6.00
232.	10	15" Waste Baskets	195 ea	19.50
233.	10	12¼" Waste Baskets	150 ea	15.00
234.	40	47-812 Binders	100 ea	40.00
235.	18	241-40N Post Binders	815 ea	146.70
236.	6	LV-219-A Legal Size Accordion File Alphabetized	515 ea	30.90
237.	70	Indexes 504-40M	140 ea	95.00
238.	6 dz.	Flash 32 Markers	318 DZ	1908
239.	5000	C-35 Rolodex Cards	550 M	27.50

COMPANY: Sharp of Fort Wayne SIGNATURE: Jack Schlueck Jr.

TERMS: Net 30 DAYS DATE: May 18, 1971

617.50

TOTAL AMOUNT $ 12,223.46

12224.18

729

$ 12,224.18

DEPARTMENT OF PURCHASES

Number One Main St., Ft. Wayne, Ind. 46802

INVITATION

Page 1 of 17

Ref. No. 426

Date April 15, 197

Date wanted 5-18-77

Fund Appropriation No.

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Address your reply as indicated below.*

*Mail all replies and correspondence, etc. to Att. of A. C. Lord 423-7037 DEPARTMENT OF PURCHASES

Address Room 470, Number One Main St., Ft. Wayne, Ind. 46802

REQUIRED FOR DELIVERY TO:

Department or Division Office Services Department

Address One Main Street, Basement, City County Bldg. Fort Wayne, Indiana 46802

RETURN ORIGINAL TO THE CITY — RETAIN DUPLICATE COPY FOR YOUR FILE

Closing Time of Bids Wednesday, May 18, 1977 at 2:30 P.M.

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY'S INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 24868. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 10 on reverse hereof for details.

TAX EXEMPT (Unless otherwise indicated)

Quantity	Unit	Materials, Supplies, Equipment or Services	Bid Price	Total Amount
		OFFICE SUPPLIES - July 1, 1977 thru June 30, 1978		
		The enclosed bidders sheets must be properly completed and returned as your bid, along with the properly executed Non-Collusion Affidavit.		
		The award of this bid may be made on either an item by item or on an overall basis, as we determine the most beneficial to the City.		
		The supplies will be shipped only upon issuance of Purchase Orders as the need dictates.		
		Vendors must be able to supply from stock. If requests cannot be filled within seven (7) days, then approval will be required for extended delivery.		
		The Brand Names and Numbers are only intended to be used as a guide for bidders. If alternate is to be quoted it must be equal or better. Please list manufacturer and number on line provided.		
		All Unit Prices are to be extended.		

Bid Bond required NO ☐ YES ☒ 5% of Bid Performance Bond NO ☒ YES ☐

See Instruction Item No. 13 on reverse side hereof.

Terms % cash discount if paid within days from delivery and acceptance of goods or completion of services.

PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid be accepted within a reasonable time from date of closing, to furnish any or all of the items or render such services upon which prices are quoted, in accordance with the specifications expiring and at the price set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within days from receipt of order

IMPORTANT — As delivery may be a deciding factor in the award of an order, it is important that bidders furnish the information requested above.

Sign Here: DOUBLEDAY Bros. & Co.
Name of Company

By James D. Doubleday Title MANAGER

Address 437 E. Berry St.

City Ft. Wayne IN 46802 Date 5-17-77

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
1.	50	Accopress Binders, 11 x 8 ½, side openings BFS 2507	.52 ea	26.00
2.	40	Accopress Binders, 11 x 8½, end opening BFS 1074	.63 ea	25.20
3.	80	Accopress Binders, legal size, end opening, red, with 3" capacity	.78 ea	62.40
4	40	Wilson Jones 14-141in Nylon Prong Binders, 14-7/8 x 11 sheet	1.42 ea	56.80
5.	40	Three-Ring, Loose-leaf, hard cover with cloth hinge, Binders, Rogers 4345-14	2.29 ea	91.60
6.	24 tubes	Pentel Eraser Refills	.20 ea	4.80
7.	10	National 63-161, 9½ x 6 Binders Sub. W.J. 364-12B	1.45 ea	14.50
8.	10	National 64-261, 9½ x 6 Three Ring Black Binders, Sub. Rogers 3329-12	2.18 ea	21.80
9.	10	National 87-784 Black, Hard Cover, Three-ring Binders	9.20 ea	92.00
10.	10	Wilson Jones 345-40, 8½ x 5½ ring Binders, Sub. Rogers 1345-40	4.24 ea	42.40
11.	10	Rogers 4345-10, 8½ x 5½ Loose leaf Binders stiff back, three ring	2.29 ea	22.90
12.	10	Rogers 1344-14L, 11 x 8½ Three Ring Binders	5.04 ea	50.40
13.	10	Rogers 1349-44, three hole, black hard cover Binders	3.10 ea	31.00
14.	4	Borum & Pease 1471 Roll Books 14 1/4 x 9 1/4, with 150 pages	7.44 ea	29.76
15.	10	National Account Books, 37-331, or Borum and Pease 67-1/8, 150 pages	4.27 ea	42.70
16.	100	National 46-577 Money receipt books, 50 leaves, Sub. Wilson Jones S1607	.245 ea	24.50
17.	150	Steno Notebooks, 36-746, Sub Wilson Jones 1115W	.25 ea	37.50
18.	20 bx.	Blue Manuscript Covers, 9 x 15½, 100 per box, Eaton 225	2.85 bx	57.00
19.	1M	Slider Back Report Covers - Clear	.115 ea	115.00

548.26

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
20.	500	#1128 Duo-Tang Covers, Light Blue with Pockets on both covers	.166 ea	83.00
21.	1000	#1258 Duo-Tang Covers, Green, Gray, Red Light Blue, and Dark Blue	.126 ea	126.00
22.	12 set	Drawer Frames 8 1/2 x 11	1.72 st	20.64
23.	12 sets	Drawer Frames 8 1/2 x 14	1.88 st	22.56
24.	6000	8 1/2 x 11, 1/3, 1/5, or straight cut file Folders, heavy manila	28.00 M	168.00
25.	1400	Legal size file folders, 1/3, 1/5, or straight cut, Manila	36.00 M	50.40
26.	10 bx.	Pendaflex Folders 8 1/2 x 11 Hanging	3.29 bx	32.90
27.	10 bx.	Pendaflex Folders 8 1/2 x 14 Hanging	3.98 bx	39.80
28.	150	1524E Redrope file pockets, letter size	.445 ea	66.75
29.	70	1526E Redrope vertical file pockets	.52 ea	36.40
30.	700	#1514C, 11-3/4 x 9 1/2 vertical file pockets	.37 ea	259.00
31.	150	#1516C, Legal size Pronto file pockets	.45 ea	67.50
32.	50	#1536G Redrope legal size file pockets with 5 1/2" expansion	.61 ea	30.50
33.	6	Webster Collegiate 7th Edition Dictionary	6.94 ea	41.64
34.	5000	Sub. 20, size 2-7/16 x 4-5/16 Manila coin envelopes, with end flap	6.07 M	30.35
35.	100	Sub. 28, 9 x 12 White Catalogue Env.	3.60 C	3.60
36.	500	Sub. 32, 7 1/2 x 10 1/2, glazed Kraft Klasp Envelopes	3.87 C	19.35
37.	1000	Sub. 32, 10 x 13 Glazed Kraft Klasp Envelopes	5.30 C	53.00
38.	1000	Sub. 32, 11 1/2 x 14 1/2 Glazed Kraft Klasp Envelopes	6.56 C	65.60
39.	1000	Sub. 32, 12 x 15 1/2 Glazed Kraft Klasp Envelopes	7.06 C	70.60
40.	1600	Sub. 32, 6 x 9 Glazed Kraft Klasp Env.	3.15 C	50.40
41.	1000	Sub. 32, 10 x 15 Glazed Brown Kraft Envelopes, without clasp, gummed end flap	6.48 C	64.80

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
42.	500	9¼ x 14½ Manila Envelopes, with clasp	5.98 C	29.90
43.	500	10 x 15 Manila Envelopes with clasp	6.35 C	31.75
44.	8000	9 x 12 Brown Clasp Envelopes	4.28 C	342.40
45.	2 gr.	Wonder Riters Assorted Colors	33.07 gr.	66.14
46.	30 sets	4 x 6 Plastic tabbed card guides, Buff-Alphabetical	1.30 st	39.00
47.	30 sets	5 x 8 Plastic tabbed card guides, Buff-Alphabetical	1.48 st	44.40
48.	30 sets	Smead 1151-25, 11 x 8½ Pressboard file guides, metal tabbed.	4.76 st	142.80
49.	15 sets	Smead 2151-25 Alphabetized Green Pressboard file Dividers, Legal size, Sub. Barkley 215-25-1	5.74 st	86.10
50.	10 sets	Smead 515-25, 3 x 5 Alphabetical Card Guides, Sub. Barkley 575-25	.61 st	6.10
51.	10 sets	Smead 5151-25 3 x 5 Alphabetical card guides, metal tabbed, Sub. Barkley 515-25-1	2.84 st	28.40
52.	20 sets	Smead 625-25, 4 x 6 Buff Guides, Alphabetical, Sub. Barkley 675-25	.50 st	10.00
53.	10 box	1/5 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 575	.80 bx	8.00
54.	10 box	1/3 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box. Sub. Barkley 573	.80 bx	8.00
55.	10 box	1/3 cut, 4 x 6 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 673	1.18 bx	11.80
56.	10 box	1/5 Cut, 4 x 6 Card Guides, Plain Blank tab, Buff, 100 per box	1.18 bx	11.80
57.	10 box	1/3 cut, 5 x 8 Card Guides, plain blank tab, Buff. 100 per box, Sub. Barkley 873	2.06 bx	20.60
58.	10 sets	Smead 6151-25, 4 x 6 Alphabetical metal tabbed file guides, Sub. Barkley 615-25-1	3.17 st	31.70
59	300	1534 -G File Pockets	.51 ea	153.00
				1,071.89

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
60.	20 sets	5 x 8 Alphabetical, metal tabbed press-board file guides, sub. Barkley 815-25-1	3.47 st	69.40
61.	7000	3 x 5 White ruled cards, #110 Index	2.25 M	15.75
62.	3000	4 x 6 White ruled cards, #110 Index	3.89 M	11.67
63.	3000	5 x 8 White ruled cards, #110 Index	6.17 M	18.51
64.	5000	8½ x 11 National 14-281 White Faint Ruled, Three-ring filler paper	8.44 M	42.20
65.	30	National 45-604 Analysis pads, Sub. Wilson Jones 7204	.95 ea	28.50
66.	30	National 45-607 Analysis Pads, Sub. Wilson Jones 7207	.95 ea	28.50
67.	20	Wilson Jones G7214D Analysis Pads	.95 ea	19.00
68.	40	National 45-608 Analysis Pads, Sub. Wilson Jones 7208	.95 ea	38.00
69.	75	Wilson Jones 7513 Analysis Pads	1.91 ea	143.25
70.	10	G7608B Wilson Jones Analysis Pads	1.15 ea	11.50
71.	10	National 45-104 Analysis Pads, Sub. Wilson Jones 7604	.79 ea	7.90
72.	70 dz.	8½ x 11 Letter size ruled pads, yellow white #59-0250	2.38 dz	166.60
73.	100 dz.	8½ x 14 Legal ruled pads, yellow white	3.63 dz	363.00
74.	100 dz.	8½ x 11 Legal ruled pads, yellow, white #59-1280	3.07 dz	307.00
75.	1 gr.	5 x 8 legal pads - Canary	1.74 dz	20.88
76.	1 gr.	5 x 8 Legal pads - White	1.74 dz	20.88
77.	600	8½ x 11 Acetate sheet protectors, for three ring binders, #313, .095 Ga.	.055 ea	33.00
78.	30	W. J. Columnar Pads #G7205	.95 ea	28.50
79.	600	Wilson Jones Columnar 10-3 sheets, 9½ x 11 7/8	4.51 C	27.06

1,101.10

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
80.	60	Ko-Rec-Type, all colors	.60ea	36.00
81.	20	Ko-Rec-Type, for Errors	.60ea	12.00
82.	50 lbs.	Misc. Rubber Bands, size 10, 14, 16, 19, 32, 62 and 84	1.48lb	74.00
83.	16	Weis #35 File Boxes, Sub. Hedges #1035	1.97ea	31.52
84.	16	Weis #46 Storage Boxes with follow black for 4 x 6 cards, Sub. Hedge #1046	2.20ea	35.20
85.	10	Weis #835 WG, Gray Metal File Boxes, for 3 x 5 Cards	4.42ea	44.20
86.	20	Weis #846 WG, Gray Metal File Boxes, for 4 x 6 Cards	5.20ea	104.00
87.	20	#523 - 3 x 5 File Boxes 3" Deep	1.96ea	39.20
88.	10	Weis #858 WG, Gray Metal File Boxes, for 5 x 8 Cards	5.98ea	59.80
89.	20	1210L Pronto File, Letter size with metal front drawer type	6.84ea	136.80
90.	16	1510L Pronto Files, legal size with metal front drawer type	8.73ea	139.68
91.	20	#2 Liberty Storage Boxes	1.32ea	26.40
92.	60	#11 Liberty Storage Boxes	1.69ea	101.40
93.	50	#12 Liberty Storage Boxes	1.86ea	93.00
94.	50	#15 Liberty Storage Boxes	1.43ea	71.50
95.	20	#18 Liberty Storage Boxes	1.33ea	26.60
96.	30	6 x 9 Clipboards, #203	.45ea	13.50
97.	30	Letter size clipboards	.47ea	14.10
98.	40	Legal Size Clipboards	.53ea	21.20
99.	30,000	#1 Paper Clips	1.64M	49.20
100.	24 bx.	#1 Paper Clamps (12 to box)	.31 bx	7.44
101.	4000	#3 Paper Clips, 7/8" long	1.64M	6.56
102.	2000	Jumbo Paper Clips, 2" Long	4.83M	9.66
				1,152.72

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
103.	4 dz.	Magnetic Clips with 1¼" Clamp Hunt PE 2026, or equivalent	3.00 dz	12.00
104.	24	Magnetic Paper Clip Holders	.70 ea	16.80
105.	4 dz.	Magnetic clips with 2¼" Clamp Hunt PE 2027 or equivalent	4.26 dz	17.04
106.	8 dz.	#2 Binder clip-clamps	.62 dz	4.96
107.	4 dz.	#5 Binder Clip-clamps L.E.B.	.95 dz	3.80
108.	4 dz.	#10 Binder Clip-Clamps	2.32 dz	9.28
109.	50	#1 Stamp Pads, Black & Red	.70 ea	35.00
110.	20	#2 Stamp Pads, Black & Red	.99 ea	19.80
111.	50	½" Scotch Tape Dispensers, H-126	.24 ea	12.00
112.	50	3/4" Scotch Tape Dispensers, H-127	.24 ea	12.00
113.	6	C-20 Tape Dispensers	3.82 ea	22.92
114.	4 dz.	#100 Pink Pearl Erasers	1.82 dz	7.28
115.	10 dz.	#7099B AW Faber Eraser Sticks, with Brush Sub. Venus	2.53 dz	25.30
116.	2 gr.	Pencil Tip Wedge Erasers	3.22 gr.	6.44
117.	4 dz.	#211 Art Gum Erasers	1.67 dz	6.68
118.	6 dz.	#7077B Erasers	2.53 dz	15.18
119.	2 dz.	#400 Eberhard Faber Pink Pearl Erasers	2.13 dz	4.26
120.	2 dz.	#1207 Eberhard Faber Erasers	2.57 dz	5.14
121.	4000	#3 Round Head Brass Fastners	6.58 M	26.32
122.	8 bx.	#22 Acco Fastners, 50 per box	1.22 bx	9.76
123.	6	R217A, Accordion or expanding files, letter size alphabetized	3.30 ea	19.80
124.	10 dz.	Parr Swingline Finger tips, size 11,11½, 12, 13 and 13A	.93 dz	9.30
125.	6	Liberty #76, 7 x 9½ metal copy holder	1.33 ea	7.98
126.	20 bx.	Push Pins Assorted Colors	1.36 bx	27.20
127.	60	Two-Section, Letter size, desk trays, gray #1600 Eldon	1.53 ea	91.80

428.04

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
128.	4 ct.	31205 Dennison gummed labels, 4 1/16 x 1 3/4, 12 small boxes per carton	3.78 ct	15.12
129.	4 ct.	31208 Dennison gummed labels, 4 x 2 1/2, 12 small boxes per carton	3.78 ct	15.12
130.	2 dz.	Smead Spi-Roll labels, Cherry, Blue, & Buff	5.74 dz	11.48
131.	4 ct.	30201 Dennison labels, 12 small boxes per carton	3.08 ct	12.32
132.	6 ct.	31209 Dennison labels, gummed, 3 x 5 , 12 small boxes per carton	3.78 ct.	22.68
133.	40 Pkg.	Labels, Avery Self-Adhesive, unprinted S-6432.	1.04 pk	41.60
134.	40 Pkg.	Labels, Avery Self-adhesive, unprinted 5375	1.16 pk	46.40
135.	6	"Cavalier" List-finders, complete	9.31 ea	55.86
136.	8	List Finders refills, Cavalier Model	1.78 ea	14.24
137.	10	Bates list finders, "Director" Model complete	5.70 ea	57.00
138.	8	List finders refills, Director Model	1.78 ea	14.24
140.	6 bx.	3631 Carter's purple ditto masters, 8 1/2 x 11, Sub. Allied.	4.14 bx	24.84
141.	30 dz.	Felt-tipped markers, pencil type, Estabrook, various colors, Sub. Dri-Mark PR & PFR / Papermate	3.78 / 2.23 dz	66.90
142.	30 dz.	Markers, All-rite fine line, sprite orange / Papermate	2.55 / 2.23 dz	66.90
143.	24	Sterling Master Envelopes, Moistened (Plastic tube with sponge)	.22 ea	5.28
144.	40 gr.	Black lead pencils, Ticonderoga #2, 2 1/2, & 3 / Doubleday	5.58 / 3.92 gr.	156.80
145.	50 dz.	Eagle Veri-Thin pencils, with erasers, various colors	1.28 dz	64.00
146.	20 dz.	Eagle Veri-Thin pencils, without erasers, various colors.	1.28 dz	25.60
147.	8 dz.	A.W. Faber-Castell Drawing pencils 2H & 3H	2.35 dz	18.80
148.	60 dz.	All-Rite Office riters, extra fine line, #522, #542, Colors Red, Blue & Black / Papermate	2.88 / 1.44 dz	86.40

821.51

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
149.	60 dz.	S54E Med. All Rite Pens / Papermate	1.72 / 1.44 dz	86.40
150.	1 gr.	#207 Magic Marker - All Colors	27.50 gr.	27.50
151.	4 dz.	Universal refills for ball point pens, medium point, Blue, Black and Red	3.48 dz	13.92
152.	4	#501H Shaeffer Pen Sets	4.78 ea	19.12
153.	10	#501H Shaeffer Pens Only	1.58 ea	15.80
154.	60 dz.	Bic Pens, Medium Point / Papermate	1.44 / 1.44 dz	86.40
155.	60 dz.	Bic Pens, Fine Point / Papermate	1.89 / 1.44 dz	86.40
156.	4 dz.	Papermate Pens, refillable Ball Point	5.28 dz	21.12
157.	36 36	Pental Sharp 5 Eversharps	3.06 ea	7.16
158.	30 tube	Pental Lead for Sharp 5 pencils	.59 tb	17.70
160.	4 dz.	Dri-Mark Nylon Tip Pens, Various Colors	3.02 dz	12.08
161.	20	Medium priced metal letter openers	.31 ea	6.20
162.	2 ct.	#2 Dennison gummed reinforcements, 72 boxes to a carton	9.99 ct	19.98
163.	24	12" Wood Ruler, with double metal edge	.25 ea	6.00
164.	24	15" Wood ruler, with double metal edge	.30 ea	7.20
165.	24	18" Wood ruler, with double metal edge	.34 ea	8.16
166.	20	10" straight scissors, medium priced	2.45 ea	49.00
167.	20	#4 Swingline staplers, pearl gray / Acco	7.98 / 4.40 ea	88.00
168.	50 bx.	Staples for #4 Swingline Staplers	.44 bx	22.00
169.	10 bx.	Ace #700 undulated staples	1.15 bx	11.50
170.	6	#702 Ace Clipper Staples	5.49 ea	32.94
171.	40	Ace Standard #600 Staple removers	.50 ea	20.00
172.	20	Pencil sharpener, Boston 1068, self-feed Beige color, vacuum Base	5.02 ea	100.40
173.	5000	#5G Manila Tags, 4 3/4 x 2 3/8	6.31 M	31.55
174.	2000	MR33 White Tags	17.89 M	35.78
175.	500	MR35 White Tags	2.18 C	10.90

710.21

ITEM	EST. QTY.	DESCRIPTION	PRICE	EST. TOTAL
176.	18	Hedge File Boxes #1058	2.49 ea	44.82
177.	20 bx.	Large thumb tacks, #4, 100 per box	.37 bx	7.40
178.	4 rls.	#710 Scotch Tape, 2" wide x 72 yds. black pressure	8.58 ea	34.32
179.	80	#810 Mending Tape, ½" x 1296"	.72 ea	57.60
180.	60	#810 Mending Tape 3/4" x 300" with Dispenser	.29 ea	17.40
181.	150	#810 Mending Tape, 3/4" x 1296"	.94 ea	141.00
182.	20	#810 Mending Tape 3/4" x 2592"	1.69 ea	33.80
183.	70	#600 Scotch Tape, ½" x 1296"	.50 ea	35.00
184.	50	#600 Scotch Tape, 3/4" x 1296"	.67 ea	33.50
185.	20	#600 Scotch Tape, 3/4" x 2592"	1.07 ea	21.40
186.	50	#230 Scotch Brand Drafting Tape, 3/4" x 60 yards rolls	1.32 ea	66.00
187.	30	#230 Scotch Brand Drafting Tape, 1" x 60 Yard Rolls	1.82 ea	54.60
188.	100Ft.	Magnetic Tape - ½" Wide	.20 ft	20.00
189.	40 rls.	½" Wide Dymo Tape, Black, Blue, Green & Brown	.46 ea	18.40
190.	40 rls.	3/8" Wide Dymo Tape, Black, Blue, Green & Brown	.59 ea	23.60
191.	20 rls.	½" Dymo Tape, Assorted Colors	.76 ea	15.20
192.	1 dz.	Engrs. Scales & Cases (3 sided)	1.19 ea	14.28
193.	30 bx.	½" Clear Index Tabbing, 5 ft. per box	.63 bx	18.90
194.	20 bx.	Index Tabs, various colors, #381, 382, 383, 385 and 387, 5 ft. per box	.63 bx	12.60
195.	24 rls.	#880, 3/4" x 60 yd., Filament tape, Scotch Brand	2.41 ea	57.84
196.	12	#18 Polished Cotton Twine ½# Balls	.88 ea	10.56
197.	12	2½ lb. Cones of 20 Ply Cotton Twine	5.97 ea	71.64
198.	30	19 x 24 Green Desk Pad Blotters	.11 ea	3.30

813.11

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
199.	50	19 x 24 Desk Pads, Green 21403	1.76 ea	88.00
200.	100	19 x 24 Acetate Desk Pad Covers, .0075 thick	.48 ea	48.00
201.	10	Rubber Pads for Under Typewriters	.93 ea	9.30
202.	6	X6-403CR, ¼" Clipper type paper punches	.59 ea	3.54
203.	50	Smead #1075G Expanding Wallets	.79 ea	39.50
204.	2 grs.	Pentel Rolling Riter Assorted Colors 75.34/ Pilot Ball Riter	75.34 gr	150.68
205.	30 gal.	Ditto Fluid, in 1 Gallon Jugs	2.48 gal	74.40
206.	48	Blue-Black ink Cartridges	.24 ea	11.52
207.	20	Stamp Pads ink, in 1¼ oz. bottles black & red	.47 ea	9.40
208.	4 dz.	Carter's Rubber Cement, 4 oz. bottles, Sub. Ross- Evans	5.14 dz	20.56
209.	10	Empty Pint Jar, with Applicator brush , for Carter's Rubber Cement	1.98 ea	19.80
210.	4	Carter's Rubber Cement, in 1 gallon containers	5.18 gal	20.72
211.	4	Carter's Rubber Cement Thinner, in 1 quart containers, Sub. Ross-Evans	1.10 qt	4.40
212.	30	Scat Typewriter Cleaner, 2 oz. bottles	.71 ea	21.30
213.	5000	Tag Wire, 12" 1000 per bundle	1.74 M	8.70
214.	6 ea.	Roll Master Paper Holders	2.92 ea	17.52
215.	30	Write-O-Folio Legal Size	2.05 ea	61.50
216.	40	Write-O-Folio Letter Size	1.84 ea	73.60
217.	1 gr.	Liquid Paper	77.76 gr	77.76
218.	24 bt.	Liquid Paper Thinner	.25 ea	6.00
219.	10 dz. 6¢	Map Tacks, Assorted Colors	.95¢	114.00
220.	20 sets	Cl-213-8 Aico Indexes	.51 st	10.20
221.	15 cans	3M Desk & Office Cleaners	1.20 cn	18.00
				707.40

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
222.	40 pcs.	Poster Board 22" x 28" White	.21 ea	8.40
223.	7 gal.	Liquid Padding Compound - Merritt	8.37 gal	58.59
224.	5 pkg.	G10-8 Ledger Sheets	4.51 pk	22.55
225.	1 gr.	Lindy Medium Pens #460M Assorted Colors / Papermate	3.39/1.44 dz	17.28
226.	12 rls.	C R 16 Correction Tape	.37 ea	4.44
227.	10	Paper Spindles	.38 ea	3.80
228.	7 dz.	Magic Markers Wide Nib. / El Marko	4.55/3.96 dz	27.72
229.	20 sets	3 x 5 Plastic Tab Alphabetical Card Guides	.67 at	13.40
230.	4 sets	9" High Metal Bookends	2.56 at	10.24
231.	8 sets	5" High Metal Bookends	.65 at	5.20
232.	10	15" Waste Baskets	1.76 ea	17.60
233.	10	12¼" Waste Baskets	1.23 ea	12.30
234.	40	47-812 Binders	.83 ea	33.20
235.	18	241-40N Post Binders	6.53 ea	117.54
236.	6	LV-219-A Legal Size Accordion File Alphabetized	4.77 ea	28.62
237.	70	Indexes 504-40M	1.24 ea	86.80
238.	6 dz.	Flash 32 Markers / Papermate	2.99/2.23 dz	13.38
239.	5000	C-35 Rolodex Cards	4.19 M	20.95
				12.01

COMPANY: Doubleday Bros & Co SIGNATURE: Leon S. Shelden, Mgr.

TERMS: Net 30 DATE: 5-18-77

TOTAL AMOUNT $ 10,260.40

DEPARTMENT OF PURCHASES

Number One Main St., Ft. Wayne, Ind. 46802

INVITATION

Ref. No. 426

Date April 15, 19

Date wanted 5-18-77

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the Department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Address your reply as indicated below.*

*Mail all replies and correspondence, etc. to Att. of A. C. Lord 423-7037 DEPARTMENT OF PURCHASES

Room 470, Number One Main St., Ft. Wayne, Ind. 46802

Address

REQUIRED FOR DELIVERY TO:

Department or Division Office Services Department

One Main Street, Basement, City County Bldg.

Address Fort Wayne, Indiana 46802

Fund Appropriation No.

RETURN ORIGINAL TO THE CITY—RETAIN DUPLICATE COPY FOR YOUR FILE

Closing Time of Bids Wednesday, May 18, 1977 at 2:30 P.M.

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY'S INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 34904. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 10 on reverse hereof for details.

TAX EXEMPT (Unless otherwise indicated)

Quantity	Unit	Materials, Supplies, Equipment or Services	Unit Price	Total Amount
		OFFICE SUPPLIES - July 1, 1977 thru June 30, 1978		
		The enclosed bidders sheets must be properly completed and returned as your bid, along with the properly executed Non-Collusion Affidavit.		
		The award of this bid may be made on either an item by item or on an overall basis, as we determine the most beneficial to the City.		
		The supplies will be shipped only upon issuance of Purchase Orders as the need dictates.		
		Vendors must be able to supply from stock. If requests cannot be filled within seven (7) days, then approval will be required for extended delivery.		
		The Brand Names and Numbers are only intended to be used as a guide for bidders. If alternate is to be quoted it must be equal or better. Please list manufacturer and number on line provided.		
		All Unit Prices are to be extended.		

Bid Bond required NO ☐ YES ☒ 5% of Bid Performance Bond NO ☒ YES ☐

See Instruction Item No. 15 on reverse side hereof.

Terms ____% cash discount if paid within ____ days from delivery and acceptance of goods or completion of services.

PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid be accepted within a reasonable time from date of closing, to furnish any or all of the items or render such services upon which prices are quoted, in accordance with the specifications supplied and at the price set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within ____ days from receipt of order**

IMPORTANT ** As delivery may be a deciding factor in the award of an order, it is important that bidders furnish the information requested above.

Sign Here: Standard Stationery Supply Co.

For Mrs. Wm. Leonard Title Pres.

Name of Company

Address 1024 S. Michigan Ave.

City Chicago, Ill. Date 5-13-77

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
1.	50	Accopress Binders, 11 x 8½, side openings BFS 2507	.404	20.20
2.	40	Accopress Binders, 11 x 8½, end opening BFS 1074	N/B	
3.	80	Accopress Binders, legal size, end opening, red, with 3" capacity		
4	40	Wilson Jones 14-14lin Nylon Prong Binders, 14-7/8 x 11 sheet		
5.	40	Three-Ring, Loose-leaf, hard cover with cloth hinge, Binders, Rogers 4345-14		
6.	24 tubes	Pentel Eraser Refills		
7.	10	National 63-161, 9½ x 6 Binders Sub. W.J. 364-12B		
8.	10	National 64-261, 9½ x 6 Three Ring Black Binders, Sub. Rogers 3329-12		
9.	10	National 87-784 Black, Hard Cover, Three-ring Binders		
10.	10	Wilson Jones 345-40, 8½ x 5½ ring Binders, Sub. Rogers 1345-40		
11.	10	Rogers 4345-10, 8½ x 5½ Loose leaf Binders stiff back, three ring		
12.	10	Rogers 1344-14L, 11 x 8½ Three Ring Binders		
13.	10	Rogers 1349-44, three hole, black hard cover Binders		
14.	4	Borum & Pease 1471 Roll Books 14 1/4 x 9 1/4, with 150 pages		
15.	10	National Account Books, 37-331, or Borum and Pease 67-1/8, 150 pages		
16.	100	National 46-577 Money receipt books, 50 leaves, Sub. Wilson Jones S1607		
17.	150	Steno Notebooks, 36-746, Sub Wilson Jones 1115W W.J.-72 Pages White	.288	43.20
18.	20 bx.	Blue Manuscript Covers, 9 x 15½, 100 per box, Eaton 225 Kimberly-Clark	2.77	55.40
19.	1M	Slider Back Report Covers - Clear	N/B	

ITEM	EST. QTY.	DESCRIPTION	PRICE	EST. TOTAL
20.	500	#1128 Duo-Tang Covers, Light Blue with Pockets on both covers	N/B	
21.	1000	#1258 Duo-Tang Covers, Green, Gray, Red Light Blue, and Dark Blue	↓	
22.	12 set	Drawer Frames 8 1/2 x 11 Vertiflex	2.09	25.08
23.	12 sets	Drawer Frames 8 1/2 x 14 ↓	2.36	28.32
24.	6000	8 1/2 x 11, 1/3, 1/5, or straight cut file Folders, heavy manila Imperial	32.14 M	192.84
25.	1400	Legal size file folders, 1/3, 1/5, or straight cut, Manila ↓	46.98 M	65.77
26.	10 bx.	Pendaflex Folders 8 1/2 x 11 Hanging	4.34 Bx.	43.40
27.	10 bx.	Pendaflex Folders 8 1/2 x 14 Hanging	5.07 Bx.	50.70
28.	150	1524E Redrope file pockets, letter size Abaca	.308	46.20
29.	70	1526E Redrope vertical file pockets	.42	29.40
30.	700	#1514C, 11-3/4 x 9 1/2 vertical file pockets	.266	186.20
31.	150	#1516C, Legal size ~~Pronto~~ file pockets	.357	53.55
32.	50	#1536G Redrope legal size file pockets with 5 1/2" expansion ↓	.56	28.00
33.	6	Webster Collegiate 7th Edition Dictionary	N/B	
34.	5000	Sub. 20, size 2-7/16 x 4-5/16 Manila coin envelopes, with end flap ↓		
35.	100	Sub. 28, 9 x 12 White Catalogue Env.	4.53 C	4.53
36.	500	Sub. 32, 7 1/2 x 10 1/2, glazed Kraft Klasp Envelopes	4.21 C	21.05
37.	1000	Sub. 32, 10 x 13 Glazed Kraft Klasp Envelopes	53.10 M	53.10
38.	1000	Sub. 32, 11 1/2 x 14 1/2 Glazed Kraft Klasp Envelopes	71.40 M	71.40
39.	1000	Sub. 32, 12 x 15 1/2 Glazed Kraft Klasp Envelopes	79.30 M	79.30
40.	1600	Sub. 32, 6 x 9 Glazed Kraft Klasp Env.	32.40 M	51.84
41.	1000	Sub. 32, 10 x 15 Glazed Brown Kraft Envelopes, without clasp, gummed end flap	N/B	

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
42.	500	9¼ x 14½ Manila Envelopes, with clasp	N/B	
43.	500	10 x 15 Manila Envelopes with clasp	7.14 C	35.70
44.	8000	9 x 12 Brown Clasp Envelopes	45.30 M	362.40
45.	2 gr.	Wonder Riters Assorted Colors As spec. 1 Color per box of 12	22.94 GR.	45.88
46.	30 sets	4 x 6 Plastic tabbed card guides, Buff-Alphabetical	N.B	
47.	30 sets	5 x 8 Plastic tabbed card guides, Buff-Alphabetical		
48.	30 sets	Smead 1151-25, 11 x 8½ Pressboard file guides, metal tabbed. A-Z Imprint or Avery ad in stock	4.98	149.40
49.	15 sets	Smead 2151-25 Alphabetized Green Pressboard file Dividers, Legal size, Sub. Barkley 215-25-1	N.B.	
50.	10 sets	Smead 515-25, 3 x 5 Alphabetical Card Guides, Sub. Barkley 575-25 A-Z		
51.	10 sets	Smead 5151-25 3 x 5 Alphabetical card guides, metal tabbed, Sub. Barkley 515-25-1		
52.	20 sets	Smead 625-25, 4 x 6 Buff Guides, Alphabetical, Sub. Barkley 675-25		
53.	10 box	1/5 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 575		
54.	10 box	1/3 cut, 3 x 5 Card Guides, plain blank tab, Buff, 100 per box. Sub. Barkley 573		
55.	10 box	1/3 cut, 4 x 6 Card Guides, plain blank tab, Buff, 100 per box, Sub. Barkley 673		
56.	10 box	1/5 Cut, 4 x 6 Card Guides, Plain Blank tab, Buff, 100 per box		
57.	10 box	1/3 cut, 5 x 8 Card Guides, plain blank tab, Buff. 100 per box, Sub. Barkley 873		
58.	10 sets	Smead 6151-25, 4 x 6 Alphabetical metal tabbed file guides, Sub. Barkley 615-25-1		
59	300	1534 -G File Pockets Abaca	.437	131.10

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
60.	20 sets	5 x 8 Alphabetical, metal tabbed press-board file guides, sub. Barkley 815-25-1	NB	
61.	7000	3 x 5 White ruled cards, #110 Index	1.94 M	13.58
62.	3000	4 x 6 White ruled cards, #110 Index	3.04 M	9.12
63.	3000	5 x 8 White ruled cards, #110 Index	5.19 M	15.57
64.	5000	8½ x 11 National 14-281 White Faint Ruled, Three-ring filler paper	N/B	
65.	30	National 45-604 Analysis pads, Sub. Wilson Jones 7204		
66.	30	National 45-607 Analysis Pads, Sub. Wilson Jones 7207		
67.	20	Wilson Jones G7214D Analysis Pads		
68.	40	National 45-608 Analysis Pads, Sub. Wilson Jones 7208		
69.	75	Wilson Jones 7513 Analysis Pads		
70.	10	G7608B Wilson Jones Analysis Pads		
71.	10	National 45-104 Analysis Pads, Sub. Wilson Jones 7604		
72.	70 dz.	8½ x 11 Letter size ruled pads, yellow white #59-0250	3.44	240.80
73.	100 dz.	8½ x 14 Legal ruled pads, yellow white	4.31	431.00
74.	100 dz.	8½ x 11 Legal ruled pads, yellow, white #59-1280	3.44	344.00
75.	1 gr.	5 x 8 legal pads - Canary	24.97	24.97
76.	1 gr.	5 x 8 Legal pads - White	N/B	
77.	600	8½ x 11 Acetate sheet protectors, for three ring binders, #313, .005 Ga.	.041 ea.	24.60
78.	30	W. J. Columnar Pads #G7205	N/B	
79.	600	Wilson Jones Columnar 10-3 sheets, 9¼ x 11 7/8		

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
80.	60	Ko-Rec-Type, all colors	N/B	
81.	20	Ko-Rec-Type, for Errors White - General	.41	8.20
82.	50 lbs.	Misc. Rubber Bands, size 10, 14, 16, 19, 32, 62 and 84	1.31	65.50
83.	16	Weis #35 File Boxes, Sub. Hedges #1035	N/B	
84.	16	Weis #46 Storage Boxes with follow black for 4 x 6 cards, Sub. Hedge #1046		
85.	10	Weis #835 WG, Gray Metal File Boxes, for 3 x 5 Cards		
86.	20	Weis #846 WG, Gray Metal File Boxes, for 4 x 6 Cards		
87.	20	#523 - 3 x 5 File Boxes 3" Deep		
88.	10	Weis #858 WG, Gray Metal File Boxes, for 5 x 8 Cards #858 - GRAY	4.03	40.30
89.	20	1210L Pronto File, Letter size with metal front drawer type	N/B	
90.	16	1510L Pronto Files, legal size with metal front drawer type		
91.	20	#2 Liberty Storage Boxes SAFCO	1.37	27.40
92.	60	#11 Liberty Storage Boxes SAFCO	1.78	106.80
93.	50	#12 Liberty Storage Boxes	2.07	103.50
94.	50	#15 Liberty Storage Boxes	1.33	66.50
95.	20	#18 Liberty Storage Boxes	1.37	27.40
96.	30	6 x 9 Clipboards, #203	N/B	
97.	30	Letter size clipboards Stempel	.54	16.20
98.	40	Legal Size Clipboards	.57	22.80
99.	30,000	#1 Paper Clips General	1.08 M	32.40
100.	24 bx.	#1 Paper Clamps (12 to box)	2.58	6.19
101.	4000	#3 Paper Clips, 7/8" long	1.04 M	4.16
102.	2000	Jumbo Paper Clips, 2" Long	3.96	7.92

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
103.	4 dz.	Magnetic Clips with 1¼" Clamp Hunt PE 2026, or equivalent	N.B.	
104.	24	Magnetic Paper Clip Holders		
105.	4 dz.	Magnetic clips with 2¼" Clamp Hunt PE 2027 or equivalent		
106.	8 dz.	#2 Binder clip-clamps IDL	.36	2.88
107.	4 dz.	#5 Binder Clip-clamps L.E.B.	.67	2.68
108.	4 dz.	#10 Binder Clip-Clamps	1.84	7.36
109.	50	#1 Stamp Pads, Black & Red Fulton #1	.418	20.90
110.	20	#2 Stamp Pads, Black & Red #2	.559	11.18
111.	50	½" Scotch Tape Dispensers, H-126	.28	14.00
112.	50	3/4" Scotch Tape Dispensers, H-127	.28	14.00
113.	6	C-20 Tape Dispensers	N/B	
114.	4 dz.	#100 Pink Pearl Erasers General G-100	.98	3.92
115.	10 dz.	#7099B AW Faber Eraser Sticks, with Brush Sub. Venus Venus 605-B	1.47	14.70
116.	2 gr.	Pencil Tip Wedge Erasers General	2.28	4.56
117.	4 dz.	#211 Art Gum Erasers Mars	1.69	6.76
118.	6 dz.	#7077B Erasers	N/B	
119.	2 dz.	#400 Eberhard Faber Pink Pearl Erasers	.64	1.28
120.	2 dz.	#1207 Eberhard Faber Erasers General G-90 Venus 605-B	1.49	2.98
121.	4000	#3 Round Head Brass Fastners	4.98 M	19.92
122.	8 bx.	#22 Acco Fastners, 50 per box as spec.	1.14	9.12
123.	6	R217A, Accordion or expanding files, letter size alphabetized	N/B	
124.	10 dz.	Parr Swingline Finger tips, size 11,11½, 12, 13 and 13A Myers	.64	6.40
125.	6	Liberty #76, 7 x 9½ metal copy holder	1.37	8.22
126.	20 bx.	Push Pins Assorted Colors	N/B	
127.	60	Two-Section, Letter size, desk trays, gray #1600 Eldon		

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
128.	4 ct.	31205 Dennison gummed labels, 4 1/16 x 1 3/4, 12 small boxes per carton	N/B	
129.	4 ct.	31208 Dennison gummed labels, 4 x 2 1/2, 12 small boxes per carton	2.93 CTN.	11.72
130.	2 dz.	Smead Spi-Roll labels, Cherry, Blue, & Buff Eureka	5.09	10.18
131.	4 ct.	30201 Dennison labels, 12 small boxes per carton	N/B	
132.	6 ct.	31209 Dennison labels, gummed, 3 x 5 , 12 small boxes per carton	2.93 CTN	17.58
133.	40 Pkg.	Labels, Avery Self-Adhesive, unprinted S-6432.	N/B	
134.	40 Pkg.	Labels, Avery Self-adhesive, unprinted 5375		
135.	6	"Cavalier" List-finders, complete		
136.	8	List Finders refills, Cavalier Model	1.48	11.84
137.	10	Bates list finders, "Director" Model complete	N/B	
138.	8	List finders refills, Director Model		
140.	6 bx.	3631 Carter's purple ditto masters, 8 1/2 x 11, Sub. Allied.		
141.	30 dz.	Felt-tipped markers, pencil type, Estabrook, various colors, Sub. Dri-Mark PR & PFR Scripto	1.09	32.40
142.	30 dz.	Markers, All-rite fine line, sprite orange Scripto	1.08	32.40
143.	24	Sterling Master Envelopes, Moistened (Plastic tube with sponge)	N/B	
144.	40 gr.	Black lead pencils, Ticonderoga #2, 2 1/2, & 3	Blackwoft — 4.48 Venus Velvet — 7.68	179.20 307.20
145.	50 dz.	Eagle Veri-Thin pencils, with erasers, various colors Stratoline - Red, Blue or Brown only	.622	31.10
146.	20 dz.	Eagle Veri-Thin pencils, without erasers, various colors. Stratoline - No erasers	.508	10.16
147.	8 dz.	A.W. Faber-Castell Drawing pencils 2H & 3H	N/B	
148.	60 dz.	All-Rite Office riters, extra fine line, #522, #542, Colors Red, Blue & Black Bic or Eagle - as in stock	.873	52.38

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
149.	60 dz.	S54E Med. All Rite Pens Vanguard Spirit	.98	58.80
150.	1 gr.	#207 Magic Marker - All Colors Magic #425	20.49	20.49
151.	4 dz.	Universal refills for ball point pens, medium point, Blue, Black and Red	N/B	
152.	4	#501H Shaeffer Pen Sets		
153.	10	#501H Shaeffer Pens Only		
154.	60 dz.	Bic Pens, Medium Point Bic	.818	49.08
155.	60 dz.	Bic Pens, Fine Point ↓	.818	49.08
156.	4 dz.	Papermate Pens, refillable Ball Point	N/B	
157.	96	Pental Sharp 5 Eversharps		
158.	30 tube	Pental Lead for Sharp 5 pencils		
160.	4 dz.	Dri-Mark Nylon Tip Pens, Various Colors Acrylco	1.19	4.76
161.	20	Medium priced metal letter openers IDL #115	.29	5.80
162.	2 ct.	#2 Dennison gummed reinforcements, 72 boxes to a carton Rexturn	11.52	23.04
163.	24	12" Wood Ruler, with double metal edge	.257	6.17
164.	24	15" Wood ruler, with double metal edge	.327	7.85
165.	24	18" Wood ruler, with double metal edge	.377	9.05
166.	20	10" straight scissors, medium priced Dennal #10	1.22	24.40
167.	20	#4 Swingline staplers, pearl gray Faber-Castell	2.88	57.60
168.	50 bx.	Staples for #4 Swingline Staplers Bostitch	.509	25.45
169.	10 bx.	Ace #700 undulated staples	.97	9.70
170.	6	#702 Ace Clipper Staples	N/B	
171.	40	Ace Standard #600 Staple removers Dennal	.278	11.12
172.	20	Pencil sharpener, Boston 1068, self-feed Beige color, vacuum Base	N/B	
173.	5000	#5G Manila Tags, 4 3/4 x 2 3/8 Dennison #5-G - WIRED	10.93 M	54.65
174.	2000	MR33 White Tags	N/B	
175.	500	MR35 White Tags		

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
76.	18	Hedge File Boxes #1058	N/B	
77.	20 bx.	Large thumb tacks, #4, 100 per box a.r.w. #4	.338	6.76
78.	4 rls.	#710 Scotch Tape, 2" wide x 72 yds. black pressure	N/B	
79.	80	#810 Mending Tape, ½" x 1296" Le Page	.524	41.92
80.	60	#810 Mending Tape 3/4" x 300" with Dispenser	N/B	
81.	150	#810 Mending Tape, 3/4" x 1296" Le Page	.64	96.00
82.	20	#810 Mending Tape 3/4" x 2592"	1.34	26.80
83.	70	#600 Scotch Tape, ½" x 1296" TUCK	.258	18.06
84.	50	#600 Scotch Tape, 3/4" x 1296"	.339	16.95
85.	20	#600 Scotch Tape, 3/4" x 2592"	.61	12.20
186.	50	#230 Scotch Brand Drafting Tape, 3/4" x 60 yards rolls TUCK MASKING	.454	22.70
187.	30	#230 Scotch Brand Drafting Tape, 1" x 60 Yard Rolls	.588	17.64
188.	100Ft.	Magnetic Tape - ½" Wide	N/B	
189.	40 rls.	¼" Wide Dymo Tape, Black, Blue, Green & Brown ROTEX ¼	.39	15.60
190.	40 rls.	3/8" Wide Dymo Tape, Black, Blue, Green & Brown	.44	17.60
191.	20 rls.	½" Dymo Tape, Assorted Colors	.49	9.80
192.	1 dz.	Engrs. Scales & Cases (3 sided)	N/B	
193.	30 bx.	½" Clear Index Tabbing, 5 ft. per box Acco	.422	12.66
194.	20 bx.	Index Tabs, various colors, #381, 382, 383, 385 and 387, 5 ft. per box	N/B	
195.	24 rls.	#880, 3/4" x 60 yd., Filament tape, Scotch Brand TUCK	1.37	32.88
196.	12	#18 Polished Cotton Twine ½# Balls	1.39	16.68
197.	12	2¼ lb. Cones of 20 Ply Cotton Twine	5.89	70.68
198.	30	19 x 24 Green Desk Pad Blotters	N/B	

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
199.	50	19 x 24 Desk Pads, Green 21403 Artistic	1.48	74.00
200.	100	19 x 24 Acetate Desk Pad Covers, .0075 thick	n/b	
201.	10	Rubber Pads for Under Typewriters #13	1.09	10.90
202.	6	X6-403CR, 4" Clipper type paper punches Dennison	.49	2.94
203.	50	Smead #1075G Expanding Wallets Acebeo	.588	29.40
204.	2 grs.	Pentel Rolling Riter Assorted Colors	n/b	
205.	30 gal.	Ditto Fluid, in 1 Gallon Jugs		
206.	48	Blue-Black ink Cartridges		
207.	20	Stamp Pads ink, in 1¼ oz. bottles black & red Fulton 1 oz.	.33	6.60
208.	4 dz.	Carter's Rubber Cement, 4 oz. bottles, Sub. Ross- Evans Ross	5.02	20.08
209.	10	Empty Pint Jar, with Applicator brush , for Carter's Rubber Cement	n/b	
210.	4	Carter's Rubber Cement, in 1 gallon containers		
211.	4	Carter's Rubber Cement Thinner, in 1 quart containers, Sub. Ross-Evans		
212.	30	Scat Typewriter Cleaner, 2 oz. bottles Venus 4 oz.	.71	21.30
.	5000	Tag Wire, 12" 1000 per bundle	n/b	
214.	6 ea.	Roll Master Paper Holders		
215.	30	Write-O-Folio Legal Size		
216.	40	Write-O-Folio Letter Size		
217.	1 gr.	Liquid Paper Liquid Paper 66.48 / Delete 55.91	66.48	66.48 / 55.91
218.	24 bt.	Liquid Paper Thinner — as spec.	.254	6.10
219.	10 dz.	Map Tacks, Assorted Colors	n/b	
220.	20 sets	C1-213-8 Aico Indexes		
221.	15 cans	3M Desk & Office Cleaners		

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
222.	40 pcs.	Poster Board 22" x 28" White	N/B	
223.	7 gal.	Liquid Padding Compound - Merritt		
224.	5 pkg.	G10-8 Ledger Sheets		
225.	1 gr.	Lindy Medium Pens #460M Assorted Colors		
226.	12 rls.	C R 16 Correction Tape	.43	5.16
227.	10	Paper Spindles	N/B	
228.	7 dz.	Magic Markers Wide Nib. Magic #425	1.71	11.97
229.	20 sets	3 x 5 Plastic Tab Alphabetical Card Guides	N/B	
230.	4 sets	9" High Metal Bookends		
231.	8 sets	5" High Metal Bookends	.688	5.50
232.	10	15" Waste Baskets	N/B	
233.	10	12¼" Waste Baskets		
234.	40	47-812 Binders		
235.	18	241-40N Post Binders		
236.	6	LV-219-A Legal Size Accordion File Alphabetized		
237.	70	Indexes 504-40M		
238.	6 dz.	Flash 32 Markers		
239.	5000	C-35 Rolodex Cards		

COMPANY: Standard Stationery Supply Co. SIGNATURE: Wm Nelson

TERMS: Net - 30 Days DATE: 5-12-77

TOTAL AMOUNT $ 5,135.22

STANDARD STATIONERY SUPPLY COMPANY
1020 SOUTH WABASH AVENUE
CHICAGO, ILLINOIS 60605

"PLEASE REQUEST SAMPLE IF UNFAMILIAR WITH QUALITY OF ANY BID ITEM."

Number One Main St., Ft. Wayne, Ind. 46802

INVITATION

Ref. No. 426

Date April 15, 19

Date wanted 5-16-77

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Address your reply as indicated below.*

*Mail all replies and correspondence, etc. to Attn. of A. C. Lord 423-7037 DEPARTMENT OF PURCHASES

Room 470, Number One Main St., Ft. Wayne, Ind. 46802

Address

REQUIRED FOR DELIVERY TO:

Department or Division Office Services Department

One Main Street, Basement, City County Bldg.

Address Fort Wayne, Indiana 46802

Fund Appropriation No.

RETURN ORIGINAL TO THE CITY—RETAIN DUPLICATE COPY FOR YOUR FILE

Closing Time of Bids Wednesday, May 18, 1977 at 2:30 P.M.

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY'S INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 84564. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 10 on reverse hereof for details.

TAX EXEMPT (Unless otherwise indicated)

Quantity	Unit	Materials, Supplies, Equipment or Services	Price	Amount
		OFFICE SUPPLIES - July 1, 1977 thru June 30, 1978		
		The enclosed Bidders sheets must be properly completed and returned as your bid, along with the properly executed Non-Collusion Affidavit.		
		The award of this bid may be made on either an item by item or on an overall basis, as we determine the most beneficial to the City.		
		The supplies will be shipped only upon issuance of Purchase Orders as the need dictates.		
		Vendors must be able to supply from stock. If requests cannot be filled within seven (7) days, then approval will be required for extended delivery.		
		The Brand Names and Numbers are only intended to be used as a guide for bidders. If alternate is to be quoted it must be equal or better. Please list manufacturer and number on line provided.		
		All Unit Prices are to be extended.		

Bid Bond required NO ☐ YES ☐ 5% of Bid Performance Bond NO ☒ YES ☐

See Instruction Item No. 13 on reverse side hereof.

Terms % cash discount if paid within days from delivery and acceptance of goods or completion of services.

PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid be accepted within a reasonable time from date of closing, to furnish any or all of the items or render such services upon which prices are quoted, in accordance with the specifications appearing and at the price set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within days from receipt of order

IMPORTANT — As delivery may be a deciding factor in the award of an order, it is important that bidders furnish the information requested above.

Firm GRAPHIC INDUSTRIES

Sign Here 811 N. CAHUENGA BLVD.

LOS ANGELES, CA. 90038

Name of Company

By Dwight Hall Title ASS. VICE PRES

Address

City Date 5/17/77

GRAPHI INDUSTRIES
811 N. CAHUENGA BLVD.
LOS ANGELES, CA. 90038

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
80.	60	Ko-Rec-Type, all colors Supertype 747 I	0.43 ea	25.80
81.	20	Ko-Rec-Type, for Errors Supertype 747 II	0.43 ea	8.60
82.	50 lbs.	Misc. Rubber Bands, size 10, 14, 16, 19, 32, 62 and 84		
83.	16	Weis #35 File Boxes, Sub. Hedges #1035		
84.	16	Weis #46 Storage Boxes with follow black for 4 x 6 cards, Sub. Hedge #1046		
85.	10	Weis #835 WG, Gray Metal File Boxes, for 3 x 5 Cards		
86.	20	Weis #846 WG, Gray Metal File Boxes, for 4 x 6 Cards		
87.	20	#523 - 3 x 5 File Boxes 3" Deep		
88.	10	Weis #858 WG, Gray Metal File Boxes, for 5 x 8 Cards		
89.	20	1210L Pronto File, Letter size with metal front drawer type		
90.	16	1510L Pronto Files, legal size with metal front drawer type		
91.	20	#2 Liberty Storage Boxes		
92.	60	#11 Liberty Storage Boxes		
93.	50	#12 Liberty Storage Boxes		
94.	50	#15 Liberty Storage Boxes		
95.	20	#18 Liberty Storage Boxes		
96.	30	6 x 9 Clipboards, #203		
97.	30	Letter size clipboards		
98.	40	Legal Size Clipboards		
99.	30,000	#1 Paper Clips		
100.	24 bx.	#1 Paper Clamps (12 to box)		
101.	4000	#3 Paper Clips, 7/8" long		
102.	2000	Jumbo Paper Clips, 2" Long		

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
		[illegible] INDUSTRIES 811 N. CAHUENGA BLVD. LOS ANGELES, CA 90038		
128.	4 ct.	31205 Dennison gummed labels, 4 1/16 x 1 3/4, 12 small boxes per carton		
129.	4 ct.	31208 Dennison gummed labels, 4 x 2 1/2, 12 small boxes per carton		
130.	2 dz.	Smead Spi-Roll labels, Cherry, Blue, & Buff		
131.	4 ct.	30201 Dennison labels, 12 small boxes per carton		
132.	6 ct.	31209 Dennison labels, gummed, 3 x 5 , 12 small boxes per carton		
133.	40 Pkg.	Labels, Avery Self-Adhesive, unprinted S-6432.		
134.	40 Pkg.	Labels, Avery Self-adhesive, unprinted 5375		
135.	6	"Cavalier" List-finders, complete		
136.	8	List Finders refills, Cavalier Model		
137.	10	Bates list finders, "Director" Model complete		
138.	8	List finders refills, Director Model		
140.	6 bx.	3631 Carter's purple ditto masters, 8 1/2 x 11, Sub. Allied.		
141.	30 dz.	Felt-tipped markers, pencil type, Estabrook, various colors, Sub. Dri-Mark PR & PFR Graphi 200 12/bx	1.20	36.00
142.	30 dz.	Markers, All-rite fine line, sprite orange SAME AS ABOVE	1.20	36.00
143.	24	Sterling Master Envelopes, Moistened (Plastic tube with sponge)		
144.	40 gr.	Black lead pencils, Ticonderoga #2, 2 1/2, & 3 A.W. Faber #210 12/slv-72/bx	4.44	177.60
145.	50 dz.	Eagle Veri-Thin pencils, with erasers, various colors Superflex #469 12/slv-72/bx	0.66	33.00
146.	20 dz.	Eagle Veri-Thin pencils, without erasers, various colors.		
147.	8 dz.	A.W. Faber-Castell Drawing pencils 2H & 3H		
148.	60 dz.	All-Rite Office riters, extra fine line, #522, #542, Colors Red, Blue & Black Lindy Legal Writer 12/bx or Graphi Correcto W/E 12/bx	0.99	59.40

GRAPHI INDUSTRIES
5111 E. CAHUENGA BLVD.
LOS ANGELES, CA 91605

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
149.	60 dz.	S54E Med. All Rite Pens	0.99	59.40
150.	1 gr.	Lindy Legal Writer or Graphi Correct W/E 12/bx #207 Magic Marker - All Colors Graphi 600 Jumbo 12/bx 8 Colors Avail	20.16	20.16
151.	4 dz.	Universal refills for ball point pens, medium point, Blue, Black and Red		
152.	4	#501H Shaeffer Pen Sets		
153.	10	#501H Shaeffer Pens Only		
154.	60 dz.	Bic Pens, Medium Point	0.99	59.40
155.	60 dz.	Lindy Legal Writer 12.bx Bic Pens, Fine Point Same as above	0.99	59.40
156.	4 dz.	Papermate Pens, refillable Ball Point		
157.	36	Pental Sharp 5 Eversharps		
158.	30 tube	Pental Lead for Sharp 5 pencils		
160.	4 dz.	Dri-Mark Nylon Tip Pens, Various Colors Graphi 200 12/bx	1.20	4.80
161.	20	Medium priced metal letter openers		
162.	2 ct.	#2 Dennison gummed reinforcements, 72 boxes to a carton		
163.	24	12" Wood Ruler, with double metal edge		
164.	24	15" Wood ruler, with double metal edge		
165.	24	18" Wood ruler, with double metal edge		
166.	20	10" straight scissors, medium priced		
167.	20	#4 Swingline staplers, pearl gray REXAL #44	3.36	67.20
168.	50 bx.	Staples for #4 Swingline Staplers	0.48	24.00
169.	10 bx.	Swingline or Rexal #266 Ace #700 undulated staples		
170.	6	#702 Ace Clipper Staples		
171.	40	Ace Standard #600 Staple removers		
172.	20	Pencil sharpener, Boston 1068, self-feed Beige color, vacuum Base		
173.	5000	#5G Manila Tags, 4 3/4 x 2 3/8		
174.	2000	MR33 White Tags		
175.	500	MR35 White Tags		

Assorted Sets of 12 are Packed
2 Ea: Blue, Black, Red, Green &
1 Ea: Yellow, Purple, Brown, Orange.

* Alternate: Graphi 900 King Size @ $ 1.86/dz

ITM	EST. QTY.	DESCRIPTION	PRICE	TOTAL
		GRAPH INDUSTRIES 611 N. CAHUENGA BLVD. LOS ANGELES, CA. 90038		
6.	18	Hedge File Boxes #1058		
7.	20 bx.	Large thumb tacks, #4, 100 per box		
8.	4 rls.	#710 Scotch Tape, 2" wide x 72 yds. black pressure		
9.	80	#810 Mending Tape, ½" x 1296"	0.51	40.80
10.	60	Permacel 900 or Le Page 3000 series #810 Mending Tape 3/4" x 300" with Dispenser		
11.	150	#810 Mending Tape, 3/4" x 1296"	0.67	100.50
12.	20	Permacel 900 or Le Page 3000 series #810 Mending Tape 3/4" x 2592"	1.37	27.40
13.	70	Same as Above #600 Scotch Tape, ½" x 1296"	0.27	18.90
14.	50	Permacel 404 or LePage 2000 series #600 Scotch Tape, 3/4" x 1296"	0.33	16.50
15.	20	Same as Above #600 Scotch Tape, 3/4" x 2592"	0.66	13.20
16.	50	Same as Above #230 Scotch Brand Drafting Tape, 3/4" x 60 yards rolls		
17.	30	#230 Scotch Brand Drafting Tape, 1" x 60 Yard Rolls		
18.	100Ft.	Magnetic Tape - ½" Wide		
189.	40 rls.	½" Wide Dymo Tape, Black, Blue, Green & Brown Rotex or General	0.43	17.20
190.	40 rls.	3/8" Wide Dymo Tape, Black, Blue, Green & Brown	0.44	17.60
191.	20 rls.	SAME AS ABOVE ½" Dymo Tape, Assorted Colors	0.45	9.00
192.	1 dz.	SAME AS ABOVE Engrs. Scales & Cases (3 sided)		
193.	30 bx.	½" Clear Index Tabbing, 5 ft. per box		
194.	20 bx.	Index Tabs, various colors, #381, 382, 383, 385 and 387, 5 ft. per box		
195.	24 rls.	#880, 3/4" x 60 yd., Filament tape, Scotch Brand NASHUA #410	1.10	26.40
196.	12	#18 Polished Cotton Twine ½# Balls		
197.	12	2½ lb. Cones of 20 Ply Cotton Twine		
198.	30	19 x 24 Green Desk Pad Blotters		

GRAPH INDUSTRIES
311 N. CAHUENGA BLVD.
LOS ANGELES, CA. 90038

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
199.	50	19 x 24 Desk Pads, Green 21403		
200.	100	19 x 24 Acetate Desk Pad Covers, .0075 thick		
201.	10	Rubber Pads for Under Typewriters		
202.	6	X6-403CR, ¼" Clipper type paper punches		
203.	50	Smead #1075G Expanding Wallets		
204.	2 grs.	✱ Pentel Rolling Riter Assorted Colors Graphi Rolli 12/bx	27.36	54.72
205.	30 gal.	Ditto Fluid, in 1 Gallon Jugs		
206.	48	Blue-Black ink Cartridges		
207.	20	Stamp Pads ink, in 1¼ oz. bottles black & red		
208.	4 dz.	Carter's Rubber Cement, 4 oz. bottles, Sub. Ross- Evans		
209.	10	Empty Pint Jar, with Applicator brush , for Carter's Rubber Cement		
210.	4	Carter's Rubber Cement, in 1 gallon containers		
211.	4	Carter's Rubber Cement Thinner, in 1 quart containers, Sub. Ross-Evans		
212.	30	Scat Typewriter Cleaner, 2 oz. bottles		
213.	5000	Tag Wire, 12" 1000 per bundle		
214.	6 ea.	Roll Master Paper Holders		
215.	30	Write-O-Folio Legal Size		
216.	40	Write-O-Folio Letter Size		
217.	1 gr.	Liquid Paper Liquid Re-Type LR1W	69.12	69.12
218.	24 bt.	Liquid Paper Thinner Same as Above LR4T	0.24	5.76
219.	10 dz.	Map Tacks, Assorted Colors		
220.	20 sets	C1-213-8 Aico Indexes		
221.	15 cans	3M Desk & Office Cleaners		

✱ ALTERNATE : Permaroll Rolling Writer @ $ 18.72/gr
4Colors Avail

GRAPHI INDUSTRIES
811 N. CAHUENGA BLVD.
LOS ANGELES, CA. 90038

ITEM	EST. QTY.	DESCRIPTION	UNIT PRICE	EST. TOTAL
22.	40 pcs.	Poster Board 22" x 28" White		
23.	7 gal.	Liquid Padding Compound - Merritt		
24.	5 pkg.	G10-8 Ledger Sheets		
25.	1 gr.	Lindy Medium Pens #460M Assorted Colors	~~11.88~~	~~11.88~~
26.	12 rls.	Lindy Legal Writer 12/bx C R 16 Correction Tape		
27.	10	Paper Spindles		
28.	7 dz.	Magic Markers Wide Nib.	~~1.68~~	11.76
229.	20 sets	Graphi 600 Jumbo 12/bx 3 x 5 Plastic Tab Alphabetical Card Guides		
230.	4 sets	9" High Metal Bookends		
231.	8 sets	5" High Metal Bookends		
232.	10	15" Waste Baskets		
233.	10	12¼" Waste Baskets		
234.	40	47-812 Binders		
235.	18	241-40N Post Binders		
236.	6	LV-219-A Legal Size Accordion File Alphabetized		
237.	70	Indexes 504-40M		
238.	6 dz.	Flash 32 Markers	1.38	8.28
239.	5000	Graphi 100 12/bx C-35 Rolodex Cards		

COMPANY: GRAPHI INDUSTRIES SIGNATURE: Gregg L. Rudy

TERMS: NET, 20-30 Day ARO DATE: May 4, 1977

GREGG.L.RUDY ASST. VICE PRES.

TOTAL AMOUNT $ 1,119.78

GRAPHI INDUSTRIES
Writing Instrument Manufacturing • Distributing • Import-Export • Contract and Institutional Vendors

811 North Cahuenga Boulevard, Los Angeles, California 90038
Local (213) 461-9471 Toll Free (800) 421-0510

REW

TITLE OF ORDINANCE SPECIAL ORDINANCE - CITY UTILITIES BLANKET PURCHASE ORDER NO. b-8990

DEPARTMENT REQUESTING ORDINANCE BOARD OF PUBLIC WORKS

City Utilities

S-77-06-22

SYNOPSIS OF ORDINANCE CITY UTILITIES BLANKET PURCHASE ORDER NO. B-8990 TO BUSINESS EQUIPMENT COMPANY FOR OFFICE SUPPLIES PER ATTACHED SPREAD SHEET, PER BID #426, FOR THE OFFICE SERVICES DEPARTMENT.

(SEE ATTACHED MEMORANDUM)

EFFECT OF PASSAGE ACQUISITION OF NECESSARY OFFICE SUPPLIES, STATIONERY, ETC.

EFFECT OF NON-PASSAGE DELAY AND BACKLOG IN RESPONDING TO LETTERS & REQUESTS.

MONEY INVOLVED (DIRECT COSTS, EXPENDITURES, SAVINGS)

ASSIGNED TO COMMITTEE

EP